Conway Festival of the Hills Committee Minutes

When: September 23, 2026, 6:00 PM

Where: Conway Town Office

Attendees:

Sue MacDonald (recorder)
Hazel Goleman
Janet McLaurin
Heather Lantz
Jack Harrison
Chief Don Bates
Amy Rioux

Absent:
Alexis Arcaro

The meeting started at 6:00 PM.

Prior minutes approval
A motion was made by Sue to approve the prior minutes for the September 15th meeting. Hazel seconded. Minutes were approved unanimously.

Board Check In
Nothing to report.

Activity coordinator check-in
Amy reported that 16 vendors have signed up for the Makers' Market (Craft Fair). Discussion included if there would be enough space if the kids' activities tent moved closer and it was determined there would be. Amy will begin setting up flags to show where vendors need to set up starting around 3 pm on Saturday. There should not be any interference with the kids' skillet toss or the car show happening at the same time.

Jack brought copies of the printed program. He will distribute to area businesses and the library this week. A small amount will be available at the information booth for the day of the festival.

Chief Bates provided details of road closing from 1:30 pm to 6:00 pm. Display cars will be staged at the bank parking lot and then directly down Parson's Road to Main Street. Rt 116 will be closed starting at Whately Road and ending at the junction of Shelburne Road and River Street. Elm Street will also be blocked for through traffic from Reeds Bridge Road. The list of numbers of officers for both days was provided and an estimated

cost to the festival was given. Chief Bates noted that the start of the parade will be at 1:00 PM sharp and that participants need to be aware of that.

Heather noted that she is working with Marlene on list of volunteers.
The food vendor that has a similar menu to another vendor will be asked to attend on Sunday. The attendees felt there were not be a conflict but Hazel will let the vendors know.

Hazel received approval from the town clerk to store the festival equipment in the common room of the town hall until noon on Monday, October 5th. Sue and Hazel will arrange for helpers to move all the items back into the bank basement between 9 am and noon. Future storage using town property was discussed and will need to be investigated further.

Dissolution of non-profit and transfer of funds to town.
Nothing new to report.

Unanticipated items of concern that arise after posting
None

Public comments
None

Upcoming meetings for Festival Coordinators:
Tue, September 29, 2026 at 6:00 PM – Town Hall
Wrap up meeting:
Wed, October 14, 2026 at 6:00 PM – location TBD

Motion made to adjourn by Sue, seconded by Janet and carried by unanimous vote.

Meeting adjourned at 7:06 PM