

Battle of Plattsburgh (BOP) Committee  
Meeting  
Held in the Community Meeting Room  
Government Center  
147 Margaret Street  
Plattsburgh, NY 12901

Thursday, June 24, 2021  
4:00 pm- 5:33pm

**Guests Present:**

Ellen Bouchard, President of Noon Rotary Club  
Tiffany Garcia, Northern Insurance

**Board Members Present:**

Tom Donahue  
Forrest Edwards  
Richard Frost  
Wendy Gilchrist  
Tim Horn  
Chris Ransom

**Board Members Not Present:**

Vicki Giroux  
Jim Guinness  
Judy Lefebvre  
Charles Loscalzo  
Emily Moosmann  
PJ Miller  
Lana Putnam  
Mary Simmers  
Linda Masterson Ward  
Samantha Williams

**Committee Members Present:**

Diane Kwarta  
Bruce Moore  
Stan Ransom

**Committee Members Not Present:**

Julie Baughn  
Geri Favreau  
Keith Herkalo  
Kris Portal  
Vince Puliafico

Mark Sand

**No Advisors Present:**

**Advisors Not Present:**

Kit Booth  
Bruce Carlin  
Craig Russell  
Gary VanCour

**Welcome and Agenda**

President, Tom Donahue called the meeting of the Battle of Plattsburgh to order at 4:00pm and welcomed everyone.

Tom Donahue asked Tiffany Garcia to speak first, followed by Ellen Bouchard as they both need to leave early.

**Insurance**

Tiffany described what she understood about our insurance coverage and what the City of Plattsburgh needs from us. Tom mentioned that the City wants an event rider. Tom updated her on some information he has including some statements in the agreement the City had provided. Tom will send Tiffany the agreement and Tiffany will read and check with our insurance carriers. Tiffany said that a run is a concern to most carriers. The run has a name: Cannonball Run. The policy must name the run as the Cannonball Run. Tiffany will consult with our insurance carriers and let us know.

**Rotary**

Ellen Bouchard described what Rotary would like to do for events at the 2021 Battle of Plattsburgh Commemoration. They would like to do a "Battle of the Birds for the "Bed Race". The Birds would be Birdy from Plattsburgh State and Roducky, the Rotary Duck. Tom suggested adding the Battle of Plattsburgh Rooster. Ellen felt the Rooster could be added. She suggested that this race be held from about 11am to 12 noon on Saturday, before the parade. She suggested a second race following the Parade and the Beat Retreat. The birds would choose the type of race. Types being considered are tricycle and obstacle course. Raffle tickets will be sold. The winners' names would be pulled out of a hat. Winners for each race would be a gift certificate. The winners must be present to win. Ellen said that Rotary still wants to have Duck Central near the monument. They hope to announce the winners of their annual vacation raffle at Battle of Plattsburgh. Rotary is planning to fill the roles of Parade Marshalls this year and volunteer in other ways.

**City**

Tom Donahue said that the City of Plattsburgh provided an agreement to the 1814 Battle of Plattsburgh Commemoration. It basically gives the Battle of Plattsburgh Commemoration the in-kind services it provided in the past based on that the Commemoration is a "cultural activity". They said the value of the in-kind services is about \$18,000. Tom has been reviewing the

agreement and there are some changes that need to be made. He will email a copy to Tiffany Garcia so that she can check on the insurance coverage issues.

### **Fire Truck Pull**

A fire truck pull is being planned for (probably) Sunday morning. The length of the pull will be 18 feet and 14 inches (1814). Mary Simmer is working on the Fire Truck Pull.

### **Mall Display**

Tom said the mall panel/mural is almost complete. The main panel is 13' by 5' and there are 2 side panels. He thinks the unveiling may be the first week in July and asked for the members of the 1814 Battle of Plattsburgh Committee, Board and Advisors attend in costume.

### **Public Relations**

Linda Ward has been working with The Sun. They may also give us a quote on a map and a map and program for the Commemoration. Linda is also working with McKenzie Delise who may help us.

### **Go Fund Me**

Tom said that a Go Fund Me has been created by Emily Moosmann and Bruce Carlin. Forrest Edwards is the Administrator. Forrest tried it and was able to successfully donate. He urges everyone to check it out and share it. He thinks the fee is perhaps 3%. Tom suggested adding to our posters.

### **Valcour Brewing Kick Off**

Tom reported that Lana Putnam is working hard on the Valcour Brewing events. Instead of a contest among brewers, there may be a beer tasting. There will be clowns, characters from McDonalds. Pepsi may donate drinks. The "smoke room" to teach about fires will be there.

Tom mailed a letter to local school superintendents to suggest a historical field trip for children on the Battle of Plattsburgh to be held on the fields outside of the Valcour Brewing Company.

There will be music outside the Valcour Brewing Company. "All About the Base" will be one band. They will play for 3 hours. There will be a 60-foot tent. The tent could be moved the next day.

Forrest will talk with Meghan Weeden about the Adirondack Young Professionals helping at the Valcour Brewing event.

The welcome on the balcony is still planned...maybe 6:30pm. Maybe a few dignitaries.

Valcour Brewing will be the "Israel Green Tavern" for Thursday. The staff plans to dress in costume. They plan to provide a 10% discount on meals for button holders.

The next day Busters has agreed to be the "Israel Green's Tavern". Busters has offered to host a fund raiser for Battle of Plattsburgh at Busters.

**Music**

Tom reported that USS Hennley, Sweet Adelines, Sailing Masters (\$1,200.), Norwich University (\$1,600.), Plattsburgh Fife and Drum, Army Reserve are all interested in participating. Army Reserve will do its climbing wall at the top of Trinity Park. We are interested in local bands who would like to participate.

**Fireworks**

The City has said that the only place we will be allowed to have the fireworks this year is off the city beach. Forrest volunteered to see where the fireworks on 4<sup>th</sup> of July can be seen. We cannot do the fireworks off the pier at Centennial Park as the pier is unsafe and it will not be repaired by September. Tom will check with Rouses Point to see where they get their fireworks. Eaglefeather is willing to pay for the fireworks. The City is using Clauss for fireworks for the 4<sup>th</sup> of July.

**Trinity Park**

Tom said that we need someone to coordinate the vendors in Trinity Park. We (1814 inc.) invite the vendors. The vendors must apply to the city and pay \$35. Battle of Plattsburgh does not receive any funds from the vendors. Tom suggested asking for donations from the vendors.

Rich Frost suggested that we may need to separate commercial vendors from local non-profits such as Boy Scouts in our decisions as to who is given space at Trinity Park. There was a discussion on how many vendors are needed. Six food vendors were one consideration. There may be 1-3 Boy Scout Troops involved. The OA (Order of the Arrow) Boy scouts may be on the corner, in front. They are aligned more with the history of the event.

There are only 3 electrical sources in Trinity Park for vendors to use. Vendors can bring their own generators, but the generators are very noisy. The parking lot behind Koffee Kate and across from Irises has been used in the past for vendors. There is only 1 electrical source there.

There will be a large tent in Trinity Park with space and set up with a sound system at one end for musicians and other entertainment. Friday evening Towne Meeting will be performing in Trinity Park in the tent.

**Tents**

Tents are very important but also very expensive. We have quotes from Taylor and Fosters. Neither gave us a discount. Taylor would allow cancellation, but Fosters would not allow any cancellation once a contract is signed. Forrest volunteered to talk with Taylor Rental to see if they could help.

**Budget**

Forrest Edwards reviewed the budget information. We need to raise \$36,750. to host a successful Battle of Plattsburgh Commemoration this year. The \$36,750 includes the \$10,000

for the band which we will not be having this year. If that \$10,000 is subtracted, we will need to raise \$26,750. We have contracted Bear Tracks for \$1,200. Tents are a huge expense. We have not contracted for them yet.

### **Raffle**

Forrest suggested a raffle might be a good fund raiser. He mentioned Northeast Printing could print the tickets. We could start selling raffle tickets in July.

### **Buttons**

Right now, we are planning to sell buttons. The cost per button for 2021 has not been determined. In 2019 buttons were sold for \$15. Buttons were required for individuals 18 years old and over.

### **Sponsorship**

Forrest volunteered to make some phone calls.

### **Posters**

Deadline for the poster was delayed but should be done the first week in July.

### **History Talks**

Rich Frost has talks scheduled for Friday evening (2 talks) and Saturday (3 talks). Bruce will check to make sure that the nave of Trinity Church is available for hosting the talks on Friday night from around 5pm to 6:30pm. The church can seat about 50. Rich is planning to use the War pf 1812 Museum for 3 talks on Saturday. Each talk will be about 35 minutes each. The talks will begin about 9:30am.

### **Rotary**

Forrest will check with Rotary to see what Rotary can contribute on July 1. Forrest will ask the incoming President Nicole Laurin what Noon Rotary can contribute to the Battle of Plattsburgh. Forrest thinks it may be \$1,000. or more.

### **Volunteers**

Diane Kwarta and Time Horn. reported Mary Simmers made a volunteer sign-up sheet for Lana.

### **Boy Scouts**

Diane will bring up the Cannon Ball Run and boy scouts assistance at the District Committee meeting.

### **Entertainment – Musicians**

Wendy Gilchrist said that Bear Tracks will cost \$1,200. for 3 hours.

### **Riverside Cemetery Ceremony**

Tim Horn reported that he has the program for Riverside Cemetery Ceremony planned. He needs a guest speaker to speak for about 10 minutes and he needs a bugler. He has the participants lined up. He had questions about the invitations including who does them. Tom said that Linda

has previous invitations that can be revised for this year. Linda is contacting the British Embassy. Tim will be emailing an introduction that will mention that invitations will be mailed soon.

### **Trinity Episcopal Church**

Bruce Moore reported that the Vestry has said that we can use the nave of the church for history talks. The maximum capacity is 50 to 60 people. Food in the church will probably not be allowed for the near future.

### **Kids Games**

Chris and Stan Ransom reported that they are ready.

### **Old Post Cemetery**

Judy Lefebvre sent a report to Tom. She is all set with arrangements for the Old Post Cemetery. There will not be a tour of the Old Post Cemetery. The plan is to have signs that will allow a self-tour. Judy is working on getting the plaque for Sgt. Kelly who won the Medal of Honor and is buried in Old Post Cemetery.

### **Run**

Mary Simmers is working on the 5K Run. It will be Saturday morning around 8:30am or 9:30am.

**The next meeting** would be Thursday, **July 8 at 4pm** in the Community Meeting Room of the Government Center.

### **Adjournment**

Meeting adjourned at 5:33pm

Respectfully submitted:

Chris Ransom, Secretary

Revised June 30, 2021

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