

Celebrate Ludlow Committee Meeting Minutes of 8-12-25

Tuesday, August 12, 2025, 6:00 p.m. , Ludlow Town Hall, Selectman's Conference Room

RECEIVED
TOWN OF LUDLOW
2025 SEP 10 A 7:59

1. Type of Meeting: Celebrate Ludlow Committee and Annual Tree Lighting event aka "Light Up Ludlow", opened at 6:00.
2. Meeting Facilitator: Linda Collette and Bruce Durand
3. Guests: Our Ludlow civic organizations, clubs, non-profits, etc.
4. Roll Call, Pledge of Allegiance

5. Town Christmas Tree Lighting aka "Light Up Ludlow"

Kevin Vestal and JoAnna Stoeber representing the Ludlow Rotary, expressed that the Rotary is very interested in partnering up with Celebrate Ludlow for the annual tree lighting and would like to take on the role of Toys for Tots toy drive as they have done so well for many years in town. They will take care of all things Toys for Tots related, such as working with the U.S. Marines, obtaining and distributing the donation boxes throughout town (approximately 8-10 of them), and assisting in advertising the toy drive. It was discussed getting a few donations of a fun gift basket to entice people to bring a new and unwrapped toy to the tree lighting event. For every toy brought, a raffle ticket will be given to the donor for a chance to win a gift basket or similar prize. The Rotary's Kevin Vestal is also willing to decorate the town hall area the weekend before with us.

Our DPW will assist in getting the tree pieces over to town hall yard, as well as putting up the garlands (4) across the streets.

Ludlow Police will assist in any way needed. They will block off the area, provide officers and help with all safety aspects of the event. Ludlow Fire will be on hand with a truck. Depending on the temperature and the weather, we discussed the possibility of providing warming barrels in 2-3 locations to stand around to warm up. The purchase of these barrels will be looked into by Linda Collette and Bruce Durand. Wood can be provided for by our DPW.

The Ludlow Boys and Girls Club will also take part in the tree lighting event, as will the Ludlow Veteran's group, and Ludlow Cares Coalition. We'll continue to reach out to other groups to take part in the event.

6. Annual Pancake Breakfast with Santa – also held on the same date as the tree lighting, held at Harris Brook Elementary School the same morning. Santa will be arriving and he's already planning his trip from the North Pole that morning, then he'll go to the town hall to participate in the tree lighting. The Ludlow Rotary has expressed interest in helping at the event, thank you. After the Falling Into Fun event on October 4th, we'll get more details out about the breakfast.

This year, our first year, our tree lighting will be held on November 30, 2025 Note: this annual tree lighting ceremony will always be held on the Sunday after Thanksgiving, regardless of the actual date. The setting up of the tree and town décor will take place the week before Thanksgiving.

Tree assembly (weekend of November 22) 6 people needed for the 22' tree.

Wreath hanging, garland hanging and small tree assembly, shed décor (exterior) at Town Hall.

Santa / Town Hall interior tree décor and town hall main entrance on 2nd floor will be done the week prior to Thanksgiving as well so that everything at Town Hall is ready for Nov. 30th.

Children's and Family fun at Town Hall (in Hearing Rm 1)
fun crafts, reindeer food making, decorate ornaments

Food

popcorn - donated by Linda Collette and served free of charge.

make a cookie – maybe Big Y will donate?

Hot chocolate –

Food trucks - we think it would be great to have 2-3 food trucks at this event so that folks can enjoy a bite of hot food to eat since this event will take place around dinner time. Linda has secured two already

Sing-a-longs outside – We'll soon reach out to the LHS Choir director to ask the students to lead people in singing holiday carols. We'll provide folks with a list of carols to be sung.

Tree, wreath and garland disassembly and stored (around January 9-10) -Christine from the Veteran's group will provide volunteers with ours to help set up as well as the take down. Thank you!

Pancake Breakfast (morning of November 30th at Harris Brook Elementary School) will be led by Bruce Durand and the Memorial Day Parade Committee. More details to follow.

Halloween Decorating Contest and Christmas Decorating Contests will take place.

Motion to adjourn at 8:13 by Bruce Durand, seconded by Linda Collette, motion passed.