

# Public Events and Celebrations Committee

**Date of Meeting: Tuesday, November 17, 2015**

**Time of Meeting: 7:00 pm**

**Place of Meeting: Tewksbury Police Station**

15 NOV 13 AM 8:53  
TOWN CLERK  
BOARD OF REGISTRARS  
TEWKSBURY, MA

## **AGENDA:**

1. Approval of minutes from 10/13/15 and 10/27/15
2. Holiday Celebration & Christmas Tree Lighting Event, Friday, December 4, 2015 from 6:00 pm to 7:15 pm
3. Time schedule for official tree lighting
  - a. Entertainment
    - TMHS Band will perform Holiday songs
    - TMHS Drama club will do a staged version of Twas The Night Before Christmas at the Congregational Church
  - b. Santa, Mrs. Claus and Elf arrive at Town Hall
    - How do they arrive
    - Photos with Santa taken by parents in church parlor
  - c. Volunteers for fire barrels
  - d. Podium and speaker setup at Town Hall