



DATE: October 19, 2017

TO: City Clerk

FROM: Sylvia M Poulin
Berlin Main Street Program

The Berlin Main Street Program is once again gearing up for the annual Christmas Parade of Lights scheduled for Friday, November 24, 2017 at 7 pm. In conjunction with the Berlin Main Street Program, this year's parade is being coordinated with the Androscoggin Valley Chamber of Commerce with the TITLE SPONSOR being SERVICE CREDIT UNION.

We also will have horse wagon rides in downtown Berlin on SMALL BUSINESS SATURDAY, November 25th, from 11 am to 2 pm. Same as last year, we will have the ride start at the bus stop on Main Street, go up Main Street, then down Pleasant Street and return up Main. The company doing the rides is Meadow Creek Farm and they will be forwarding their insurance document to us.

We will be coordinating our efforts with Public Works, Parks and Rec, Police and Fire Departments for road closures and safety issues to make this event run smoothly.

Thanks for your continued support. If you have any questions, please call me at 752-6246.

Cc: Mike Perreault
Paul Blais
Dan Buteau
Asst. Chief Soltys

Sylvia M. Poulin