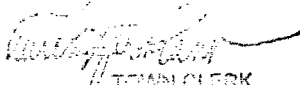


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TOWN CLERK

MEETING MINUTES

300th Year Anniversary Committee
Special Meeting
Warren Memorial Town Hall
Probate Room

Thursday, April 19, 2018
6:30pm

In attendance: Donna Wright, Rick Hartenstein, Terry Armelin and Amber Wakley
Absent: Absent: Allyson Diana, Lisa Baxter, Lori Gianantoni, Paul Burns
Also in attendance: Neil Hoss, Blake Hatch, Amy Hartenstein

1. Establish Quorum and call meeting to order

Quorum not established – no voting will take place, but planning will proceed

2. Review special meeting minutes from April 5, 2018.

Tabled until the next meeting on May 3, 2019

3. Event and activity updates

Gala Chair, Amy Hartenstein, shared an idea she has been developing for the February/Early March event in 2019. Confirmed to take place within the banquet facility at Stafford Motor Speedway, the ticketed event will offer a family-style dinner arrangement with raffles, “games” and music. She discussed wanting to collaborate with local artists, featuring their Stafford-centric work for bid or sale. The hopeful work would mimic town history and also serve as decorations for the event.

She discussed the possibility of partnering with the High School Madrigals, a group who has experience serving at similar events. Once further plans develop, this group can be contacted.

To include as many residents as possible (seating capacity is approximately 200), Amy suggested the committee offer two seatings, one taking place in the afternoon and another later in the evening. The afternoon could be offered at a reduced rate that may be desirable to families and/or seniors, while the later seating would be geared to more of a night out, dress up occasion. The Gala subcommittee will need to follow up the Speedway to determine their ability/willingness for this idea.

Pancake Breakfast Chair, Rick Hartenstein, updated the group on pricing offered by the Stafford Motor Speedway. It was discussed combing the gala event, utilizing decorations/setup at each. Other discussion ensued about streamlining the menu for a reduced per-plate-fee or hosting the event at an approved kitchen at another facility – like the community center. It was suggested the subcommittee could seek donations from local food distributors or even farms to offset costs. Everything from labor, cost and accessibility was discussed and the group will reconvene on the topic.

Amber Wakley reported on meetings with Becky Kraussmann from the Historical Society as well as Jennifer Murrhly, Director of Curriculum and Instruction, at Stafford High School. Collaboration opportunities were discussed with each and communication will remain open for future plans.

4. Beautification Committee: 300 trees/shrubs

Blake Hatch offered an idea of planting 300 orchard trees to commemorate 2019. A tree dedication could also be incorporated into sponsorships, offering a tree to tricentennial supporters. He presented tree pricing obtained from a local distributor, but further quotes will be pursued – both Donna Wright and Terry Armelin have wholesale contacts.

One concern for the orchard project would be maintenance, like annual pruning, for example. The committee discussed wanting to offer proper care, but do not want to create a burden on Town departments or committees. Further discussions developed the idea of “300 plantings” consisting of trees, shrubs, flowers and berries. Plantings could be in both public and private properties, offering whole sale pricing to residents and/or business who would like to plant a commemorative planting on their property. The discussion will be tabled until further pricing is gathered.

5. First/Future Night: Ice Skating Rink

First Night Chair, Rick Hartenstein, obtained updated pricing for the ice skating rink, which would serve as a focal point of downtown from December 29 – January 6. He was able to negotiate a 20% discount for a 30x40 ice skating rink, which would accommodate up to 30 skaters. The company also provides skates and associated items needed to operate the rink. The updated quote for the 1-week duration is \$10,700. Additionally, the committee would be responsible for supplying a subfloor.

6. Sponsorship & Fundraising

The committee would like to add the pricing for the ice rink within the sponsorship packet. Creating both \$500 and/or \$1000 (suggested) levels. Companies who invest in the sponsorship would be offered signage around the rink, similar signage on baseball/softball field fencing.

The committee would like to add the mini clock replica to all sponsorships over \$1719 and remove complementary gala tickets.

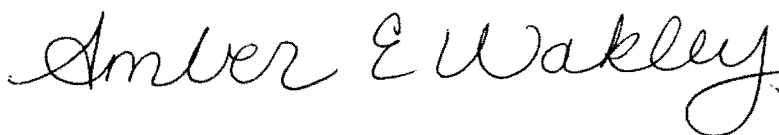
Amber Wakley will complete the sponsorship packet, making suggested additions and incorporating the event list. The group also needs to work on a distribution list.

7. Open discussion

Members offered suggestions for 5/3/18 agenda items, including a walking tour to determine placement of the clock, collaboration functions and beautification activities.

8. Adjournment

Respectfully submitted,



Amber Wakley