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TOWN CLERK

## **MEETING MINUTES**

300<sup>th</sup> Year Anniversary Committee  
Special Meeting  
Warren Memorial Town Hall  
**Probate Room**

**Thursday, May 16, 2018**  
**6:30pm**

In attendance: Donna Wright, Terry Armelin, Paul Burns, Amber Wakley

Also in attendance: Amy Hartenstein, Brenda Simons, Blake Hatch, Jamie Furness

### **1. Establish Quorum and call meeting to order**

No quorum was established at the beginning of the meeting, later, Jean Beckley and Rick Hartenstein arrived.

### **2. Review special meeting minutes from May 3, 2018.**

Minutes not approved

### **3. Discuss placement of clock**

The committee continues to discuss various placement of the clock, including Haymarket Common, two locations at the top of Main Street and another between Spring Street and Ice Cream Depot. The goal is to create a walkable location where people can view names of contributors. The clock could also improve the area in which it's placed, such as a parkette with various amenities like benches, plantings, etc.

While selecting a highly visual area is of importance, logistical items – such as electricity – will ultimately be a factor as well. Terry Armelin is reaching out to the Verdin Clock Company to have renderings of each location created. Additionally, they can make recommendations, narrowing options.

### **4. Participation of Memorial Day Parade**

Amy/Rick has secured a trailer for use. The idea is to build a large, 3-tier birthday cake to showcase the coming tricentennial. Amy will be creating the float schematic and building will take place through May 26. Additionally, the committee voted to approve expenses (quorum established at this point): \$103.37 for embroidered baseball hats, a 6 – 8 ft double sided banner approximately \$100., patriotic bunting up to \$250., and supplies as needed. The committee will be purchasing their embroidered polo shirts.

### **5. Subcommittee Updates**

#### Beautification

Currently looking into various plant material, such as apple trees and mount laurel. Additionally, the subcommittee is discussing ideas and projects for 103 Main Street, an area that could use some visual improvements.

Gala

Amy would like to start approaching artists for contributions toward the gala, which will serve as both art and auction items. Additionally, she discussed having an event program that would include items such as advertisements, historical photos/facts and calendar of events.

#### Historical

The committee would like to pursue research/probability of a historic home tour. Paul Burns has a brochure of previous participants. In addition to landmark homes, the committee would like to reach out to operating mills, such as American Woolen, to be included on the tour. We would also like to explore walking tours and farm stops.

### **6. Open discussion**

#### Collaborations

Amy began conversations with Marilyn Mae Farms – a local soy candle producer – who would like to create a “tricentennial candle” for 2019. They would like to know what scent denotes Stafford, the committee proposed mountain laurel, lilac and apple/autumn, among others. Amy will confer, asking if we can offer seasonal scents. Parameters of collaboration need to be determined. The committee would like to pursue similar collaboration opportunities and will brainstorm possibilities in the coming weeks.

#### **Marketing Materials**

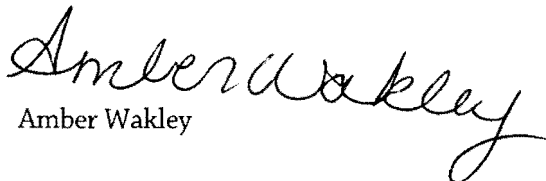
In time for the Memorial Day Parade, Amber will complete a promotional poster outlining all of the events/activities scheduled thus far. Additionally, the sponsorship information will be completed for the next meeting.

Donna Wright has requested business cards be created for members when approaching businesses for donations/involvements. Amber said she would look into pricing and create a design.

### **7. Adjournment**

Paul made a motion to adjourn, seconded by Jean, all were favor. The May 16, 2019, meeting of the 300<sup>th</sup> year Anniversary Committee concluded at 8:23pm.

Respectfully submitted,

  
Amber Wakley