

Meeting Minutes

300 Year Anniversary Committee

Wednesday, July 25, 2018 at 6:30 p.m.

Auditorium, Warren Memorial Town Hall

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TOWN CLERK

In attendance were Paul Burns, Terry Armelin, Jean Beckley, Rick Hartenstein, Donna Wright, and Amber Wakley (arrived 6:50 p.m.). Also, in attendance were Blake Hatch, Brenda Simons, and Neil Hoss. In Amber's absence, Paul Burns served as Chairperson to lead this meeting. Donna Wright volunteered to record the minutes of this meeting. A motion to establish Donna Wright as the secretary tonight was presented, seconded, and unanimously approved.

- 1) **ESTABLISH QUORUM AND CALL MEETING TO ORDER.** A quorum was established, and acting chair Paul Burns called the meeting to order at 6:36 p.m.
- 2) **REVIEW SPECIAL MEETING MINUTES FROM JULY 11, 2018.** The minutes from the July 11, 2018 were approved unanimously and without revision.
- 3) **FURTHER DISCUSSION of 'The Verdin Company' Clock.**
 - a. Rick Hartenstein had suggested at our last meeting a possible site at the beginning of Fruit Tree Trail 1 located just east of Haymarket Common and at the edge of the empty lot. Terry had submitted a photo of this location to Jeff Lewis, the Eastern Sales Manager of The Verdin Company, who emailed a photo with a clock superimposed at the beginning of Fruit Tree Trail 1. Everyone present viewed this photo and following a brief discussion, Rick motioned to accept this location as the site for the Verdin clock. This motion was seconded and unanimously approved.
 - b. Neil Hoss commented that at 7 p.m. this evening in a Board of Selectmen meeting downstairs, the Town was hiring a realtor to sell designated town-owned properties. Neil felt we needed to be sure the empty lot on Main Street was not a property so designated for sale.
 - c. We then reviewed the options available from Verdin when selecting a clock and decided upon the following clock specifications that would be submitted to Jeff Lewis to quote.
 - i. Verdin clock model Howard Replica 4K 2-dial,
 - ii. Roman numerals on dial face (vote taken since Donna dissented on selection of Roman numerals. Members voted 5 in favor of Roman numerals and 1 against),
 - iii. Gold accent paint (as opposed to silver),
 - iv. Include chimes/music,
 - v. Black stem with gold trim,
 - vi. Include custom header to read 'STAFFORD',
 - vii. Include custom scroll work,
 - viii. Include cost of installation,
 - ix. Need four custom donor panels,
 - x. Include GPS satellite synchronization.
 - d. We will also ask Jeff to quote the small replica clocks we would like to include in our sponsorship packages.

4) **SUBCOMMITTEE UPDATES**

- a. **HISTORICAL Subcommittee.** Paul reviewed his progress on the following events and memorabilia:
 - i. Planning designation of October 2019 as 'History Month' in Stafford with an interactive display including videos, photos, and artifacts commemorating 'Stafford through 300 years'. The

location of this display has not yet been determined but Memorial Hall in Stafford Hollow may be an option. Paul has met with Becky Kraussmann of the Stafford Historical Society who has training in museum presentation and has offered to help with this display. Paul would envision having multiple rooms in whatever location is chosen so the display can move from room to room, perhaps changing the theme from room to room. Paul hopes to have lanterns, cannonballs, and buggies represented in the display. If the Pinney School is not sold, it could serve as a venue in which multiple rooms would be available in which to design the display.

- ii. Paul is waiting to hear back from a trolley company regarding renting a white trolley for 8 hours on some day in July or August of 2019 to host one-hour trolley tours that would highlight places and events in Stafford.
 - iii. Paul is working with a vendor on a die for a commemorative coin,
 - iv. Paul is working to design a wooden commemorative nickel.
 - v. We would like to organize a mill tour of American Woolen Co.
- b. **BEAUTIFICATION** Subcommittee.
- i. **Donna reported she will visit Prides Corner Farm in Lebanon, CT, tomorrow to determine if:**
 1. The Town of Stafford can purchase at wholesale pricing at the nursery,
 2. And, if so, could Prides Corner advise us on ideas and suggested plant material.
 - ii. The Committee has talked about planting 300 plants, i.e. 300 trees or shrubs or a combination of both.
- c. **MARKETING.**
- i. Amber will have pricing at our next meeting for t-shirts, hats, pins, and mugs, etc.

5) **SPONSORSHIP PACKAGE**

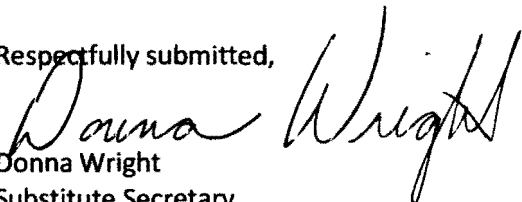
- a. A lengthy discussion followed about our sponsorship package which has not yet been released but is designed around several levels of support, each level of which will afford certain benefits to the sponsor. Our original levels of sponsorship were set at \$20,300, \$10,300, \$5300, \$2019, \$1719, \$300, and Contributor. The higher the level of support, the more benefits were bestowed upon the sponsor. Donna had presented a 4-level package with levels at \$20,300, \$10,300, \$2019, and \$300. Blake commented that he felt the level of \$1719 should be retained. Since the Verdin clock is an expensive purchase, we had felt the very top levels would be awarded a bronze plaque of significant size in a premier location on the clock. Rick offered that he was leaning toward accepting as many \$300 donations as possible to finance the clock and each donation would earn a spot on the clock. And all plaques would be of equal size. Jean suggested that we consider an alternate sponsorship package by asking for donations linked to specific events, i.e. the Gala, Parade, etc. It was agreed we would consider this approach and we should all work on an event list for our next meeting at which time we will continue this discussion.

6) **UPDATES & OPEN CONVERSATION:**

- a. Neil will obtain a quote on a Time Capsule to present at our next meeting.
- b. It was agreed that we need to ask Jeff Lewis of The Verdin Company to visit during our next meeting, so he can discuss and quote the options decided upon in today's meeting. We decided our next meeting should be somewhere between August 6-9. Terry will contact Jeff to determine when he can visit so we can reserve that time.

7) **MEETING ADJOURNMENT. This meeting was adjourned at 8:14 p.m. by unanimous approval.**

Respectfully submitted,


Donna Wright
Substitute Secretary