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TOWN CLERK

Meeting Minutes  
Special Meeting  
300<sup>th</sup> Year Anniversary  
Monday, August 13, 2018 | 6:30PM  
Warren Memorial Town Hall  
Veteran's Room

In attendance: Donna Wright, Paul Burns, Terry Armelin, Jean Beckley, Blake Hatch, Rick Hartenstein and Amber Wakley

- 1) ESTABLISH QUORUM AND CALL MEETING TO ORDER.** Quorum was established and chair, Amber Wakley, called the meeting to order at 6:31 PM.
- 2) REVIEW SPECIAL MEETING MINUTES FROM JULY 25, 2018** Paul Burns made a motion to accept the meeting minutes from 7/25/18 special meeting, Terry Armelin seconded the motion, and minutes were unanimously approved by all members.

**3) 300 YEAR LEGRACY CLOCK**

In our last meeting, the committee determined the façade and various clock specifications – from model to customizations. Now confirmed, our attention turns to installation. The footer and electrical installation are not included – The Verdin Clock Company will send drawings. We discussed whether drawing electricity would take place on town time or if it could be a volunteer initiative. We need to check with facilities to establish scope and involvement of the project. Additionally, a 17” square footer, extending 3 ft. into the ground needs to be installed, which can also be made bigger to accommodate landscaping.

Based on the final quote of the clock, the committee plans to fundraise an additional \$10-15K, extending the “patio” of Haymarket Common while creating a landscape park and bronze plaque recognizing clock donors. Those who wish to help, can donate \$300 to have their name included on the clock and a \$500 donation will also receive a commemorative replica miniature street clock.

Other specifics:

- 60-day lead time needed for ordering
- Oriented east/west on Main Street
- Need to pay freight from Cincinnati
- Need confer with Treasurer's Office about directed donations/payments
- Footing needs to be poured in Fall 2018

**4) SUBCOMMITTEE UPDATES**

**Historic**

Paul updated the committee with plans for a historical tour of Stafford in July 2019. On a rubber tire trolley, attendees will ride throughout Stafford on a narrated driving tour. The tour would offer several trips around town, passing notable historical spaces and making stops to select points-of-interest. It was discussed we could partner with a church, using the stop as a lunchbreak and potential historic site. Paul received pricing from “A Limo Affair” and it will cost \$1,968 for an 8-hour rental.

**Beautification**

- We continued the tree planting conversation. Realizing planting 300 trees may not be viable (or resourceful), the committee is strongly considering refocusing efforts to a smaller amount in

specific areas in need of attention, like in Hyde Park for example. Amber is going to reach out to Burt Davis/Barry Dolby for advice/suggestions on possible planting areas.

- Donna and Terry would like to initiate a home beautification contest/campaign.
- Donna and Terry are also working on the specifics for the color-coordinated patio plants, hanging baskets and bulbs. They even thought it would be nice to offer a “merchant pot,” available to businesses throughout Stafford. They will speak with Foster Hill Farm, giving first right of refusal to the project.
- We discussed fixing the fountain at the rotary
- Offering an autumn arrangement of mums/corn stalks/cabbages
- Continuing beautification efforts/planting at the Civil War efforts in Hyde Park.

### **Sponsorship**

The sponsorship packet is near completion with levels ranging from \$20,300 down to \$300. Each level will be linked to an event, giving supporters ample marketing incentives. The packet will be updated and ready for the next meeting

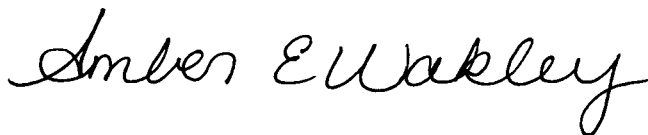
### **Open Discussion**

- The Committee is going to start attending town events to promote the upcoming anniversary, starting with Farm day on September 8. Blake Hatch made a motion to print 3 dozen hats for the event, seconded by Donna Wright and all were in favor.
- Commemorative Candle: Amy has been working with Marilyn Mae Farm to create signature scent for the year. Pricing and details need to be obtained.
- The 300 Year Committee would like to participate in the Garden Club Scarecrow contest, possibly incorporating the clock into the design.
- Paul will be pursuing the creation of the 3D challenge coin, depicting different points-of-interest in Stafford. Rick Hartenstein made a motion to purchase 300 coins for \$3.85 + \$19.80 cost of dye creation. Terry Armelin seconded the motion, all were in favor.

## **5) MEETING ADJOURNMENT**

Paul Burns made a motion to adjourn the meeting, seconded by Rick Hartenstein, all in favor. The August 13, 2018, meeting of the 300th Year Anniversary Committee was adjourned at 8:36 pm.

Respectfully submitted,



Amber Wakley