

Meeting Minutes
Special Meeting
300th Year Anniversary
Thursday, December 27, 2018 | 6:00PM
Warren Memorial Town Hall
Veteran's Room

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

1) ESTABLISH QUORUM AND CALL MEETING TO ORDER. Quorum was established and chair, Amber Wakley, called the meeting to order at 6:02 PM.

2) REVIEW SPECIAL MEETING MINUTES FROM DECEMBER 12, 2018 Paul Burns made a motion to accept the meeting minutes from 12/12/18 special meeting, Jean Beckley seconded the motion, and minutes were unanimously approved by all members.

3) FIRST NIGHT PLANNING & DISCUSSION

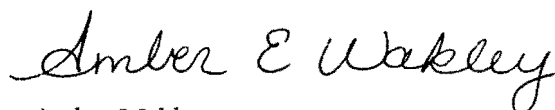
The sole purpose of today's meeting was to discuss the final preparations for First Night Stafford, scheduled for Monday, December 31, 2018. Serving as a kick-off to Stafford's 300th Anniversary, the committee wants to ensure the event is well attended with fun activities.

- The weather forecast predicts rain later in the evening, so the group delineated on possible back-ups plans, which included organizing tents to moving the event to the Town Hall parking lot, under the solar panel pavilion (as a last resort and in the event of extreme rain). Either way, the event will be rain or shine.
- The group is going to meet at 2PM in Haymarket Common, to set up tables, tents, electrical, luminaries, and place vendors/entertainers.
- The ice sculpture demonstration will take place on the "rock stage" within Haymarket Common.
- Wagon rides, provided by Valley View Farms, will be given through Hyde Park
- Luminary bags will be placed in advance and lit 4:00-4:30 p.m.
- Amy has been completing several projects, including two photo cutouts and a "300" marquee that will be lit as Stafford's own version of midnight. She needs help wiring and putting together final items. The group agreed to meet Saturday morning to complete these tasks.
- The committee discussed provisions for lighting, Amber and Rick offered to provide electrical/lighting needs.
- Rick will be overseeing the fire and will bring a dump trailer full of wood.
- For continual entertainment, the committee has selected "Cool Beans DJ" for the event. The cost is \$300. Blake Hatch made a motion to hire the DJ for \$300, Paul Burns seconded the motion and all were in favor.
- The committee would like to have a reel of Stafford images and movie playing throughout the event (pending weather). Paul will bring the DVD, Amber will get the projector, Blake will bring a screen.
- The committee will be hosting a sled decorating contest, inviting kids to utilize leftover holiday boxes and decorations to construct creative sled entries. Three prizes will be awarded and Rick has offered to pick up the gift cards. Jean has offered to create the voting ballots.

4) MEETING ADJOURNMENT

Paul Burns made a motion to adjourn, seconded by Rick Hartenstein, all were in favor. The December 27, 2018, meeting of the 300th Year Anniversary Committee was adjourned at 7:05 p.m.

Respectfully submitted,



Amber Wakley