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Amber Wakley
TOWN CLERK

Meeting Minutes
Special Meeting
300th Year Anniversary
Thursday, January 10, 2019 | 6:00PM
Warren Memorial Town Hall
Probate Room

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 27, 2018 Paul Burns made a motion to accept the meeting minutes from 12/27/18 special meeting, Blake Hatch seconded the motion, and minutes were unanimously approved by all members.

3) Discussion about Stafford-centric displays at the library through 2019

Deb Galotto from the Stafford Public Library attended the meeting to share information about the rotating displays throughout 2019. A variety of organizations, clubs and commissions have been designated particular months, showcasing Stafford-centric exhibits. Themes by month include:

January	Village of Stafford, with train
February	Village of Stafford, Lion's Club History
March	History of Stafford Library – Friends if the Library
April	Stafford Arts through Time – Stafford Arts Society
May	Children's Art from Public Schools – History Theme, Tannis Longmore
June	Artist's Point of View – Laura Kinlock
September	History of Stafford Motor Speedway and the Stafford Fairgrounds-Deb Galotto
December	Village with Train

Deb shared that a few months (July, August, September and November) still needed a "sponsor" and she was looking to complete the calendar. Paul said he would like July for Stafford Fire Dept. #1 (in celebration of their 85th anniversary), and Amber shared the Agriculture Advisory Commission would like a display in August. To commemorate "History Month" in October, the 300th Committee agreed to create a display in October. After discussion, honoring past and present Veteran's was deemed most important in November. Deb Galotto intends to connect with town Veteran's organizations to garner interest/participation.

Deb also mentioned that wall space is available and displays do not need to be contained to the case. Additionally, she an organization can incorporate items within the "Village with Train" display.

4. Subcommittee Updates & Discussion

a. Chairman

Amber handed out a current breakdown of expenses and money earned, which led to a conversation about continued marketing of sponsorships for clock donations. The committee talked about members following up with businesses they have approached for sponsorship. Another idea is to categorize businesses by size, and organizing a mailing to larger businesses/corporations. Brenda mentioned that some folks she has spoken with don't realize the clock is a fundraising initiative and that message needs to be better communicated. Better connecting staffordct.org and staffordct300.com was also suggested.

On Wednesday, January 9, Amber attended the Agriculture Advisory Committee (AAC) meeting. The group would like to host a tractor parade down Stafford Street, concluding at Heritage Park. The date/time is TBA, but preliminary conversations have suggested July/August being a plausible month.

Amber also met with Laurie Dillon on January 2, to discuss the involvement of the SHS Music Department. Choir practice for the Vivaldi Gloria Concert on May 19 will begin on Thursday, January 24, with monthly rehearsals through May. The community concert invites all adult singers (14+) to join the choir that will sing a variety of songs through the ages. Additionally, the 300th Committee was asked if they could purchase flutes for the SHS Band (totaling \$297.), as they intend to become a drum and fife corps for the September 21 parade. Fife's need to be purchased now, the band can practice and prepare for the event.

Paul Burns made a motion to purchase 50 flutes totaling \$297. for the Stafford High School Marching Band/Music Department. Rick Hartenstein seconded the motion and all were in favor.

b. Clock

Verdin sent a rendering of the clock head for final approval. The proposed drawing was passed around the table and the committee agreed it reflected the original order request. The committee continued to discuss different aspects of the clock:

- If the committee were to install donor recognition plaques on each side of the clock, what is the process and cost?
- GPS coordinate charge – is there a yearly or monthly charge? If we don't subscribe to GPS, how can we keep the time accurate?
- Follow up on miniature clock price and process

c. Gala

Amy has made great progress in planning logistics and details of the gala:

- To eliminate "throw away items," Amy suggested creative ideas for decorating including, edible centerpieces and enlarged historic photos for sale or bid. Pay Soucy will also be providing place settings, serving dishes, etc., for use during the event. The committee will have to clean and return all lent items. Amy is also meeting with American Woolen to discuss options for table runners.
- Items are needed for party favor bags, which are planned to include everything from a commemorative coin to items from local businesses.
- Amy continues to approach local artists/businesses about contributing original artwork and/or antiques/Stafford memorabilia for a silent auction. She's looking for approximately 30 pieces.
- Tickets will be \$100 each for VIP and \$65 each for regular admission.
- Donna suggests a coat check be available and that the committee handout heirloom seed packets for attendees to plant in 2019.
- Maneeley's will be catering the event.
- Primary items need to be finalized so tickets can go on sale.

d. Beautification

Terry and Donna are meeting with the Garden Club on Tuesday, January 15, and will discuss options and functions for the 300th Anniversary.

e. Historic

Amber, Jean and Paul are currently working on a grant through CT Humanities to help support the historic Trolley Tour on July 20. Paul also discussed details of the day, including projected timespan of activities, points of interest and sponsorship for lawn signs. He also suggested having an event in Hyde Park increase participation.

Paul is also perusing the idea for “firing” a cannon from Stafford Hollow’s “Cannon Hill” on July 4. He also discussed creating a sign to designate the Stafford Hollow Historic district, which is a Nationally Registered place (1987).

f. Community Breakfast

Johnson Memorial Hospital/St. Francis sent an email inquiring about hosting the Community Breakfast. The Community Breakfast conversation will be tabled until the committee obtains details about their involvement.

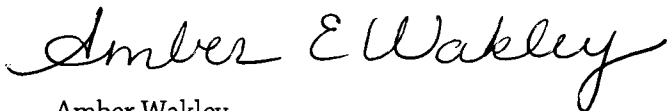
5. Open Discussion

The committee discussed the parade and who should be included for consideration as the Parade Marshall.

6. Meeting Adjournment

Paul Burns made a motion to adjourn, seconded by Rick Hartenstein, all were in favor. The January 10, 2019 meeting of the 300th Year Anniversary Committee was adjourned at 8:18 p.m.

Respectfully submitted,



Amber Wakley