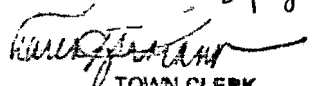


Meeting Minutes  
Special Meeting  
300<sup>th</sup> Year Anniversary  
Thursday, January 22, 2019 | 6:00PM  
Warren Memorial Town Hall  
Probate Room

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TOWN CLERK

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

- 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 JANUARY 10, 2019** Blake Hatch made a motion to accept the minutes from 12/10/19 special meeting, Jean Beckley seconded the motion, and minutes were unanimously approved by all members.

### 3) Subcommittee Updates & Discussion

#### a. Chairman

Amber Wakley shared up-to-date budgetary information – including – current expenses, received clock donations and sponsorships.

#### b. Clock

The group discussed whether a deadline should be set for clock contributions. It was decided that contributions will continue through the end of the year, then bronze plaques will be ordered to recognize donors. Also discussed was the including GPS within the clock order, which will ensure the clock remains accurate over time (a nightly 2am update will take place each day). The cost is \$450 and will be added to the last installment.

*Rick Hartenstein made a motion to add the \$450 GPS unit to the Verdin Clock Order. Blake Hatch seconded the motion, all were favor.*

#### c. Sponsorship

Committee members have been actively pursuing sponsorships from local business and the group discussed the status of those approached. Additional business contacts were delegated.

#### d. Community Breakfast

Johnson Memorial Hospital has extended an invitation for the 300<sup>th</sup> Committee to hold the Community Breakfast within their Community Medical Education Center on March 10 from 9am-12pm. They have also committed to coming on board as a sponsor and will contribute to the cost of food. Rick, Brenda, Blake and Amber met with staff from JMH and reported back to the 300 Committee about layout, menu and logistics. A committee vote is needed to confirm the venue at JMH.

*Paul Burns made a motion to hold the 300 Year Anniversary Community Breakfast at the Johnson Memorial Hospital Community Medical Education Center on Sunday, March 10 from 9am-1pm. Jean Beckley seconded the motion and all were in favor.*

#### e. Gala

Amy presented a proposed Gala budget and explained details of each line item. She's completed extensive research, comparing quality, cost and purpose. Items include decorations, entertainment, food, rental fees, and miscellaneous elements. To ensure items are received in a timely fashion, she

requested approval of \$2,100 to start ordering needed items. Ticket sales and sponsorships are expected to recoup costs.

*Paul Burns made a motion to earmark \$2,100 to order items for the March 30 Gala. Jean Beckley seconded the motion and all were in favor.*

**f. Beautification**

In conjunction with the Garden Club, Terry and Donna have planned an outline for 2019 beautification activities:

1. Town-wide Cleanup: the committee earmarked April 27 for a community-wide cleanup. We discussed putting efforts toward Stafford Street, Hyde Park, and Main Street (including East Main to Community Center), among others. Contact will be made with the Conservation Commission, since they typically host the Dennis Pond clean-up for Earth/Arbor Day. The committee then discussed additional clean-up partners throughout the community. Tree plantings are also being considered, but will need to connect with Tree Warden, Bruce Davis, for expertise.
2. Curb Appeal Challenge: Gardening challenge to design, plant, and maintain a garden space visible to the public from the roadside or sidewalk to honor the 300<sup>th</sup> Anniversary of Stafford. The goal of this challenge is to involve the community in beautifying Stafford while encouraging families to engage in a creative outdoor activity.
  - i. SGC, 300 Committee and/or public will vote for winners in these possible categories:
    1. Patriotic
    2. Historical
    3. Whimsical
    4. Rock Garden/Xeriscape (using plants requiring less water)
    5. On parade route
    6. Overall.

Further details were discussed, like registration logistics, participation deadlines and coordinating a voting date.

**g. Historic**

Paul updated the group on progression of the Trolley Tour and anticipated plans for a Fourth of July observance. His goal is to fire a cannon from Cannon Hill in the Hollow, to which an operator has been located. The group also further discussed potential activities in conjunction with the Trolley Tour, including separate walking tours of mills located downtown. Paul also shared the Historical Society commemorative book should be available in March.

**4) Set next meeting date**

The next meeting for the 300<sup>th</sup> Year Anniversary Committee has been set for Wednesday, February 6 at 6:00pm

**5) Meeting Adjournment**

Paul Burns made a motion to adjourn, seconded by Rick Hartenstein, all were in favor. The January 22, 2019 meeting of the 300th Year Anniversary Committee was adjourned at 8:32 p.m.

Respectfully submitted,

  
Amber Wakley