

RECEIVED
STAFFORD, CT

2019 MAR 14 P 5:39


TOWN CLERK

Special Meeting Minutes
Veteran's Room
300th Year Anniversary Committee
Wednesday, March 13, 2019, 6pm

In attendance: Brenda Simons, Jean Beckley, Amber Wakely, Carrie Cichocki, Blake Hatch, Jean Beckley, Terry Armelin, Paul Burns, Christina Spallacci, Donna Wright, Amy Hartenstein, Carol Arnold, and Ann Rossi

1. **Establish quorum and call meeting to order:** Quorum was established and chair, Amber Wakely called the meeting to order at 6:02pm
2. **Review special meeting minutes-** Paul Burns made a minute to approve the minutes as reviewed from March 6, 2019, Brenda Simons seconded the motion, all in favor
3. **Sponsorship Review:** Per the \$20K sponsorship from TTM a backdrop will be printed and can be used (listing TTM, Stafford Savings, and 300th Anniversary)- 8x10 banner \$332.24 including shipping- to be delivered next week. Paul made a motion to purchase and Amy seconded the motion. This will be used at the Gala and all other events. Window decals to be purchased for local businesses to advertise the 300th Anniversary in their windows, but prices are still to be determined. Stafford middle school drama club doing a production of *Beauty & the Beast* and the high school drama is doing *Newsies*- both window advertisements are \$25 each. Blake made a motion to purchase the advertisement, Paul seconded the purchase, and all in favor. Per Amber, the total sponsorship- \$67,476, for clock is \$12,295 since there were additional donations received since our last meeting. Jean presented a list of questions answered as a quote from Every Door Direct (mass-mailing to all town residents including PO Boxes)- 8/12x11- postcard- both sides is \$2,200 with color. Amber also requested a quote from the Vernon post office. Another option is that DG Graphics will do mass mailing as they have done something similar for Somers- quote to be determined.
4. **Gala Planning, Logistics, and Updates:** Amy presented a schedule breakdown of the event and assignments for two weekends before the event, the day before, and day of. DG Graphics can make 16x20 posters- to be auctioned- can they be re-used if not purchased. Ticket sales- currently ½ of tickets sold- should have the final count by March 22nd.
5. **Beautification: town-wide cleanup and other activities:** Donna stated Aubuchon doesn't have disposable vests, but Terry found some priced at 20 vests for \$36. Announcement about the event should be circulated. The time of the event will be 9am-2pm. Participants can pickup supplies at town hall. Donna created a proposal to be brought to Board of Selectman's meeting on Tuesday by Rick to request approval for either a dump truck on Main Street town and if all bags can be compensated for the day either voucher. Kathy Gerrick volunteered to buy ice cream for all participants from Ice Cream Depot- possibly not redeemed that day as their opening day is not yet determined. Terry had an idea to have a gathering at Staffordville Lake afterwards with grinders (lunch) from Big Y as a possibility. Stafford's Venture Club would like to do something on Earth Day (Monday) since they will be on a trip on April 27th, we would like to give them supplies. Rain date, Sunday 4/28/19. Participants will register online. Amber mentioned that we may be able to circulate and e-mail to the schools and advertise to town-wide email, etc. Amber will follow up with Kathy and Big Y regarding gather after the event.
6. **Open Discussion:** Breakfast- made over \$2k in profit, plus sponsorship from JMH including food they donated. JMH are interested in hosting the breakfast as an annual event since it was so successful.

Email blast from town-wide email will go out this week about 300th events.

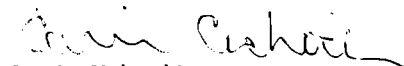
Miniature clocks have been ordered (100) even though lettering in the top will not be featured- requested if possible with discount. The group will need to see if another vendor can add 'Stafford to the top of the clocks.

Parade sub-committee meeting March 18th to focus on the after party at the Speedway including food vendors, entertainers, etc. Amber would like to have a point person for each of those areas. A team will also be needed on the event day.

Mass mailing- the group will look into best quote out of 3. Paul made motion 8 ½ x 11, Amy seconded, all in favor.

7. **Set Next Meeting Date:** April after gala- TBD
8. **Adjournment:** Paul made a motion to adjourn at 7:26, Brenda seconded, all in favor.

Regards,


Carrie Cichocki