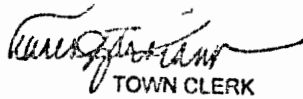


Town of Stafford  
Warren Memorial Town Hall  
1 Main Street  
Stafford Springs, CT 06076

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TOWN CLERK

**Community & Civic Affairs Commission**  
Special Meeting Minutes  
October 14, 2014

**In Attendance:**

Chairman Cindy Kabel, Secretary Barbara Bresnahan, Malisa Buchanan

**Call to Order:**

The meeting was called to order at 7:10 p.m. by motion of Barbara Bresnahan, seconded by Cindy Kabel.

**New Business:**

Winterfest details were discussed. The event is scheduled for Sunday, December 14, 2014 from 2-4 p.m. This date was chosen based on the availability of the Stafford High School band and Madrigal singers through Laura Dillon. Barbara will contact Corina Milnes to see if her husband will portray Santa Claus this year. Barbara will also draft a donation request letter for Stafford business owners and create a Winterfest flyer and distribute them to the Superintendent of Schools, Beth at Town Hall for the website and the Stafford Reminder and North Central News as well as Facebook. Additional flyers will be hung up throughout town.

Through Malisa's suggestion, we are inviting crafters this year. Vendor fee will be the donation of one craft item for a raffle, to be held at Town Hall during the event. Raffle tickets will be sold for \$1/each.

We will ask people to volunteer to bake again for this event. Refreshments will include coffee, hot chocolate, water, baked goods.

We will ask Bosco Fowler to announce the marchers as they arrive at Town Hall and play holiday music outside (boom box upstairs in Town Hall.)

We are extending a personal invitation to the CT Jeepers Club to participate in the parade as well as motorcycle groups. We should reach out to schools to participate, as well.

First Selectman Richard Shuck also suggested we contact the Stafford Arts Commission to invite them to participate/coordinate with us. We will invite Cheryl Maynard (Arts Commission chairperson) to our next meeting in November.

**Adjournment:**

Barbara Bresnahan made a motion to adjourn the meeting at 8:04 p.m., Cindy Kabel seconded the motion.

Respectfully submitted,

  
Barbara Bresnahan  
Secretary, Stafford Community & Civic Affairs Commission