



250th TOWN ANNIVERSARY COMMITTEE

MEETING MINUTES for
Tuesday, February 10, 2015

MEMBERS

PRESENT: Virginia Simms George (Chair), Thomas Lowe (Vice-Chair), Norm Corbin (Clerk), Amelia Graham, Robert Marchetta

ABSENT: David Carlson, Cathy McAuliffe, Lorna Helms

OTHERS

PRESENT: Diane Wackell (Executive Assistant), Andy Dowd (Town Clerk), William Pantazis, (Selectman), Dale Rains (Guest)

Meeting Called to order: 5:30 pm.

Meeting Minutes: the meeting minutes for 2/3/15 were accepted as written.

Reports:

- ***Chairman*** – Virginia introduced Dale Rains who will become a member of the committee once he is appointed by the Board of Selectmen and sworn in.
- ***Treasurer*** - Dale Rains will take over this position. His business background will be a tremendous asset to the committee.
- ***Fund Raising*** – Bill Pantazis spoke with the Town Administrator regarding town funding. There will be a warrant article at the April Town meeting requesting “seed” funding. The amount has not been decided. The Town Administrator would like to know what the key events are and their estimated costs.
- ***250th Gala Ball Event***- Bill Pantazis spoke with the Royal Plaza Hotel. The date we requested is now taken. The gala has been rescheduled for Saturday January 30th 2016. The hotel requires a \$1000 deposit due by February 20th to hold the date. Discussions are leaning toward having casual food stations rather than a formal dinner.
- ***Parade & Fireworks & BBQ Events*** - Bill Pantazis had an impromptu meeting with Michelle Gillespie regarding the 250th celebration. She seems comfortable with having some of the Applefest activities coordinated with the 250th celebration. There are still plans to have a meeting between Michelle, Bill, Dawn and Fred George to review some opportunities for a coordinated effort.
- ***Children Event*** - Tom reached out to the Daughters of the Revolution and the Sudbury Militia for possibly participating in the children’s event.
- ***Senior Event*** - No Report
- ***History Events*** - There was some discussion regarding a booklet containing a summary of the Town History being available for the kick-off event

- ***Kickoff Event*** - There is interest in having a kick-off event on January 24th, the 250th anniversary day. The initial thought is to have an ecumenical service at the Unitarian Church that includes the 250th anniversary choir. Other possible events mentioned were, official proclamations, possible short history presentation, mock town meeting, cake cutting,
 - Action Steps include:
 - Bill Pantazis will contact the “Cake Boss” celebrity chef about a possible cake, design to be determined (the Town Library is a possibility since it is on the Town Seal)
 - Tom will contact the Unitarian Church for availability on January 24th from 2 to 6pm
 - Tom will confirm if his choir will be ready for that date
 - Andy will try to find the original Town Proclamation.

Other:

- ***Civic Organization Participation*** - The earlier letter was updated and now includes an invite to the March 24th informational meeting. Diane will have the letters sent out to the different Civic Organizations.
- ***Schools Participation*** - No Report
- ***Professional Event Planner*** - Tom has contacted one planner is waiting for a response from a second.
- ***Rotary Club Letter*** - The Rotary Club sent a letter regarding their support for the 250th celebration and they would like to be a significant participant. Andy will follow-up with them to identify their specific interest.
- ***Paxton Celebration*** – An article was reviewed regarding the Kick-off event that Paxton used for their 250th. This led to our decision to also hold a kick-off event.
- ***Quilting Project*** - Bill Pantazis will follow-up with possible volunteers interested in a quilting project.

Adjournment:

- At 6:30pm, a motion was made to adjourn the meeting by Norm and seconded by Tom. The motion passed unanimously

Documents used during meeting:

- Meeting minutes from: 2/3/15
- Agenda for current meeting
- Revised Information letter for Civic Organizations
- List of Civic Organizations

Next Meeting:

- Tuesday, February 24 at 5:30 in Town Hall Conference Room B
- Acceptance of Meeting Minutes for February 10, 2015
- Election of Treasurer
- Reports:

Andy Dowd

Rotary Club's participation
Original Town Proclamation

Bill Pantazis

Meeting with Applefest Chair
Contact with Cake Boss

Tom Lowe

Information on Professional Event Planner
Unitarian Church availability for Jan 24, 2016
Confirm Choir participation for Jan 24, 2016 Kick-off Event

Cathy & Lorna

Update on School Activities

- Continued discussion on Event Planning
- Action Plan Re: Formal Request for Town Funding
- Any other business to come before the Committee.

Respectfully submitted,

Normand Corbin, Clerk
250th Anniversary Committee