

## **250 COMMITTEE AGENDA**

**MONDAY MARCH 13, 2023, 7:00 PM**

**TOWN HALL, 472 MAIN STREET, ROOM 9**

**MINUTES OF MEETING approved 3/27/23**

The 3/13/23 meeting of the Acton 250 Committee came to order at 7:00 PM, in Town Hall room 9. Chair Steve Trimble presiding.

Members Present: Dean Charter, Robert Ferrara (joined at 7:30), Pamela Lynn, Anne Kadlec, Stephen Trimble, Mike Gowing (joined at 7:05), Bill Klauer, Alissa Nicol, Suzanne Peterman, Zoey Mills, Mary Price Maddox, Anne Forbes

Members Absent: Steven Crosby

Visitors: none

**I. REGULAR BUSINESS:**

1. Residents' concerns: none expressed
2. Minutes from 2/22/23. Nicol moved to approve edited minutes, second by Klauer, approved unanimously.
3. Administrative updates: Welcomed Anne Forbes as new Associate Member, A committee use folder has been set up, information on use sent to all members. Discussion about general prohibition on "reply all" to emails to avoid OML issues

**II. New/Special Business**

General discussion about having a logo for the committee and for use on merchandise. Motion by Charter "move to approve having a logo contest, open to all members of the public. Logos must include "Acton", "250" and "Revolution". Solicitation to be placed on the Town Website and other locations. Submittals are to be due no later than 6 weeks after first public solicitation. Second by Gowing, approved unanimously.

Draft communication soliciting participation in the Acton 250 events presented by Gowing. Approved by consensus, will be sent to Town Managers/Town Administrators in towns of Stow, Sudbury, Harvard, Boxboro, Littleton, whose Minutemen traversed Acton on April 19, 1775.

Discussion of Time Lines. Possible committee timeline formats for completion of tasks presented by Trimble. More examples to follow. Public Timeline showing the events leading up to the battle, during the battle, and after the battle were discussed, possible graphics similar to those shown in South Acton train station. Forbes, Peterman, Lynn, Maddox, Nicol, Ferrara to serve as time line subcommittee, comply with OML, and have draft report back to full committee in May.

Discussion of funding for events and speakers. Charter volunteered to investigate town sources and to reach out to EDC Director regarding possible business partners for merchandising.

Next meeting to focus on procuring speakers for events.

Klauer moved to adjourn at 8:50 PM, second by Ferrara, passed unanimously

Next meeting to be March 27, 7:00 PM, room 9 Acton Town Hall

Documents used:

3/13/23 250 Committee Agenda

2/22/23 Meeting Minutes

Respectfully submitted, Dean A. Charter, Clerk