



**TOWN OF ACTON  
250 COMMITTEE MEETING MINUTES  
April 24, 2023 - 7:00 PM  
Town Hall, Room 9  
APPROVED MAY 15, 2023**

**Present:** Steve Trimble - Chair (ST), Anne Forbes (AF), Bill Klauer (BK), Anne Kadlec (AK), Alissa Nicol (AN), Mike Gowing (MG), Sue Peterman (SP), Zoey Mills (ZM), Bob Ferrara (BF), Pam Lynn (PL),

**Absent:** Dean Charter, Steve Crosby, Mary Price Maddox (MPM)

**Others Present:** none

Chair ST, called the meeting to order at 7:00 PM.

## **I. Regular Business**

### **1. Residents' concerns**

ST noted a response from a resident re: the "Hear Ye, Hear Ye" flyer - spelling error to be corrected by SP

### **2. Review and approve minutes from 3/27/23 meeting**

ST sent minor edits to Clerk Charter. BF added one more minor edit. AN moved to approve the minutes as edited, and MG seconded the motion. The motion passed unanimously.

## **II. New/Special Business**

### **a. Town Meeting Volunteers and material for Logo Contest**

ST asked for members to volunteer as attendants to the logo contest flyer in case voters have queries, check-in begins at 6, and Town Mtg begins at 7:00, so ideally between 6-7:15 PM. ZM volunteered for May 1, AF volunteered for May 2, and BF volunteered for May 3 should Town Mtg continue to a third night. Application form will be on the website, entrants will send an email with an

attached file to the 250 Committee email. AK suggested also having a mailbox or drop box at the Clerk's counter for paper submissions; she will check with Clerk for permission.

**b. Patriots Day Communication Feedback**

Committee members noted there were trailers up on High Street and the intersection of 27/119 announcing the day's events and more info on Town website

**c. History Subcommittee Update (Pam)**

PL reported on the subcommittee goals, publicity of '23 events, observations of this year's events to keep in mind for planning (need for port-a-potties, buses back to Acton, food in Concord), SP showed timeline draft, suggested for A.V. 250 focus feature on historical figure or event for bi-monthly publication, start building awareness, ramping up, use logo for branding, BF noted that Amy Cole, an Acton resident, is interested in doing tours (does tours in Concord) ST noted this could also be on website and could include British antagonists and surrounding town events, New England Museum Association is a good resource

**d. Acton 250 Historical Person of the Month**

ST described draft of article on Isaac Davis as model for proposed bi-monthly articles, SP suggested a 250 Committee website independent from the Town's, ST will talk to IT, ZM announced that the library is in process of finding a vendor to update the website, SP will explore domain names and costs, ZM advised that website and social media accounts will need to be approved

**e. Merchandise Item Collection**

ST noted the need for a list of top items to sell, John Oliver owned building where Rapsallion is located, MG reported that he heard from a Concord Minutemen member \$12K worth of commemorative challenge coins sold by Concord Historical Society

**f. Speakers Update (Zoey & Bob)**

BF noted potential speakers, Bob Allison, Robert Gross and Katherine Grandjean as top 3, committee members discussed what is per speaker cost, budget, will we seek sponsorships from banks, legislators, businesses? Acton TV to record speakers

**g. Updates on Stakeholder Inventory (Alissa and Pam)**

No update

**h. Collection of any new items**

AN asked about new members to serve on subcommittees, MG suggested setting up a "Friends" group, non-profit, could happen quickly if people in place,

Committee members noted the subcommittees needed - publicity, history, speakers

### **III. Administrative Matters and Updates**

**a. Email Distribution issues?** To be addressed

**b. Calendar Look Ahead**

**c. Next Meetings: all in Room 9 at 7:00 PM**

1. May 15th
2. June 26th
3. July 31st
4. August 28th
5. September 25th
6. October 30th
7. November 27th
8. December TBD

It was determined that all committee members present at Town Meeting will sit down front at the table in front of the stage to be available for questions.

MG moved to adjourn the meeting, and BK seconded. The motion passed unanimously, and the meeting was adjourned at 9:08 PM.

#### **Documents used at the meeting:**

Minutes from 3/13/23 - <https://acton-ma.gov/ArchiveCenter/ViewFile/Item/18344>

“History Subcommittee Draft Report to Date”