

AMERICA250 COMMITTEE MEETING MINUTES November 6, 2025

I. CALL TO ORDER

Chairperson Nancy Meinke called the meeting to order at 6:00 p.m. The Chairperson confirmed that all attendees had received a copy of the September meeting minutes.

II. ATTENDANCE

Present: Nancy Meinke, Chairperson, Dana Horrigan, David Lavasseur, Laraine Scherban, Christy Pontillo, Max Bossi, Mary Young, Maribeth Breen, Mary Pat Igoe (new member), Lisa Wheeler (new member). **Absent:** Judith Danek, Peggy Abbott, Mike Rush, Jam O'Sullivan, Leah Sanders.

III. APPROVAL OF MINUTES

Mary Young noted a correction to the previous minutes: the October meeting date should be recorded as October 22, not October 2. The Chairperson acknowledged the correction. Minutes were approved as amended.

IV. INTRODUCTIONS

The Chairperson introduced new committee members Mary Pat Igoe and Lisa Wheeler. All committee members were requested to provide updated contact information.

V. COMMITTEE REPORTS

A. Communications and Outreach

David Lavasseur provided the following updates:

- Daily Facebook posts continue successfully
- The second event in the ongoing talk series was well-attended
- Upcoming events include a talk on the Revolution and a series on the Declaration of Independence
- The Chairperson and Mr. Lavasseur emphasized the importance of distributing information across multiple community websites

B. Educational Committee

Laraine Scherban reported on plans for a Declaration of Independence signing event:

- The committee debated document format options (scroll versus book-style)

- Decision: A guest book-style document will be used, with one signing book for each school and one for each event
- Students will be invited to participate by signing the document
- Ms. Scherban will consult with a printer to produce the necessary documents
- Logistics for coordinating between multiple locations were discussed

VI. NEW BUSINESS

A. Family Stories Submission Guidelines

Max Bossi presented proposed guidelines for community family story submissions in celebration of America's 250th anniversary:

- Text submissions: maximum 250 words
- Video submissions: maximum 90 seconds
- Discussion held regarding the approval process for submissions
- Need identified to secure Facebook login credentials for posting submissions

Action Items:

- Max will distribute submission guidelines via email to all committee members
- Max will follow up with town administration to obtain necessary login information

B. America250 Clinton Proclamation

The Chairperson reported on the status of the proclamation. The Committee voted and agreed to the proposal as read.

- The proclamation must be printed and approved by the TM by January 1, 2026
- Following approval, it will be presented to the Town Council for endorsement
- The Chairperson will meet with the Town Manager on Wednesday, November 13, 2025

C. Summer Events Planning

The committee discussed potential summer events:

Boat Parade: Possible organization during Summer Fest

Major Community Event: Proposed for Town Hall on August 1 or 2, 2026 (weather permitting)

- Mr. Lavasseur proposed August 2 as the date, noting its alignment with the historical signing date of the Declaration of Independence
- The committee tentatively approved August 1-2, 2026, with August 2 as a rain date

D. America250 Signature Event Planning

The committee discussed components and logistics for the signature event:

Event Components:

- Signing of the Declaration with quills
- Art exhibition (potential partnership with Connecticut Art Society to host at Town Hall)
- Live music from local band
- Cocktails and hors d'oeuvres
- Students in colonial dress serving food
- Possibility of drum corps participation
- Patriotic banners and decorations throughout Town Hall

Logistical Considerations:

- Permits required
- Liquor license application needed
- Food coordination with Adam Stanton House
- Art exhibition space coordination with Connecticut Art Society
- Decoration and banner installation plans

Scheduling:

- The Chairperson emphasized the importance of avoiding conflicts with other community events, particularly the food truck festival

VII. UPCOMING MEETING WITH TOWN ADMINISTRATION

The Chairperson reported that she will meet with Michelle to discuss:

- Renewal of committee member terms
- Budget allocation and carryover provisions
- New member appointments
- Boat parade planning
- Securing Town Hall reservation for the August event
- Required licenses and permits

VIII. ACTION ITEMS AND NEXT STEPS

The committee identified the following priorities:

- Develop a comprehensive event timeline
- Maintain close communication with all participating organizations
- All members should come prepared to the December meeting with updates and necessary documentation
- Finalize event details at the December meeting
- Review progress on all ongoing action items

IX. NEXT MEETING

The next committee meeting is scheduled for **December 4, 2025, at 6:00 p.m.**

X. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,

Nancy Meinke
Chairperson
America 250 Committee