



**Town Common Beautification Committee
Meeting Minutes
Meeting: June 27, 2018 at 7:30am – Bartley House**

Attendees: Frank Farmer, Committee Member; Kathleen DiFruscia, Committee Member; Peter Griffin, Committee Member; Cheryl Haas, Committee Member; Maureen Spooner, Committee Chair; Siri Wilbur, Committee Member.

Absent: Jennifer Simmons

Agenda for the Meeting

- Meeting Minute Review from 6/13/18
- Design & Engineering work update
- Veterans Memorial on the Common Open Discussion/New Business

Meeting started at 7:40 am.

- **Design & Engineering Update:** Dave provided an update and listed the engineering firms that the bid package was sent to. Bids are due in the week of 7/16. The Committee agreed it would meet on the 18th to review the bids and provide a recommendation to the BOS.
- **Eagle Scout Project:** The Eagle Scout candidate is off at camp this week so no activity has occurred.
- **Veterans Memorial on the Common:** Maureen updated the committee on her meeting with the paver engraver. The paver we selected we are not able to do. The issue is that the emblem that we wanted would crumble based on the composite concrete of the block. He suggested we go with a smaller block and stick to text only. He suggested the 5 ½" x 11" and suggested three lines of text. The committee discussed options for the text and agreed that we would do three lines. Line 1: In Honor of. Line 2: <Veterans Name> Line 3: select one of the 5 branches of service. Maureen took the action to get the new paver and take it over to Hudson Monuments to have a sample done. We are targeting the July 9th BOS meeting to present the Honoree Paver on the Common Project.

The committee discussed a communication plan to promote the sale of the pavers. We discussed the vehicle we could use. Cheryl took the action to work on the draft message and then move forward with the communications.

Next Meeting is scheduled for July 11, 2018. Meeting Adjourned at 9:00 am

Respectfully Submitted,

Maureen Spooner

Town Common Beautification Committee Chair