

**Approved - 350th Anniversary Steering Committee Meeting  
On January 29, 2024 (approved 3-25-2024)**

Remote Meeting Connection:

Meetings normally held at the Municipal Offices are being held remotely, with adequate, alternative means of public access and, where required, public participation provided, in accordance with Chapter 107 of the Acts of 2022 which extended the Governor's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, M.G.L. c.30A § 20, until March 31, 2023. Meetings are typically broadcast on Frontier Community Access Television (FCAT).

**Roll Call: Quorum present**

Peter Thomas, chair, present  
Carolyn Ness, voting member, present  
Jay Stryker, voting member, absent  
Holly Lankowski, voting member, absent  
Kelly Charest, voting member, absent  
Diane Martin, voting member, present  
Telecommunications coordinator: Pat Kroll  
Friends of Deerfield: Stan Adams, Chris Harris  
Others: none

**Meeting called to order:** 6:39 pm

**Note:** This meeting was held jointly with officers of the Friends of Deerfield

**Minutes for this meeting:** The Steering Committee is currently without a recording secretary. Peter T. will create draft minutes and submit for posting.

**Call for motion to adopt/modify agenda:** Committee member involvement in town report

**AGENDA**

***Old Business***

- **Approval of minutes from last meeting.** It was unanimously voted to approve the draft minutes of the Steering Committee meeting held on January 8, 2024.
- **Time Capsule Bench:**
  - At the last meeting, it was felt that further exploration about the granite bench – cost, style, inscription, etc.— were needed before a final decision could be reached. Further discussion was tabled. Holly L. and Stan A. have both submitted more robust information for this meeting.
  - After extensive discussion, the following motions were made and approved:

- That *Negus and Taylor Monuments* of Greenfield, Massachusetts, be selected as the vendor of the commemorative granite bench with inscription, concrete pad, and installation of the pad and bench at a site located near the current town hall in South Deerfield.
  - That the Steering Committee authorizes an amount not to exceed \$2,750 for the purchase and installation of the engraved granite bench and base pad in South Deerfield.
  - That the Friends of Deerfield is authorized to proceed with the ordering of the bench, inscription and arranging for the installation of the bench. To expedite the order, Friends of Deerfield will use its account for the purchase and will subsequently invoice the town for the purchase cost and installation on the bench.
  - The inscription will consist of the “Deerfield 350<sup>th</sup> logo, TIME CAPSULE, 2023”. Friends of Deerfield will provide a mock-up of the inscription to the Steering Committee for final approval.
  - It is anticipated that the bench installation will be accompanied by a public event for its dedication, probably during Founders Day weekend on May 5, 2024. Friends of Deerfield will take responsibility for organizing this event and for funding any associated costs.
- **Time Capsule Contents:** Stan Adams indicated that FoD had collected a number of items which they intended to include in the large case that will hold the metal time capsule. He asked if the Steering Committee had collected a similar assemblage of materials.
  - Holly L. indicated that Rocky Foley had begun to collect items for the time capsule and that she would contact Rocky to determine its status. Holly indicated that there is an inventory list of what Rocky has collected this far.
  - Members of the Steering Committee were also asked to prepare their own short list of possible inclusions, but none had been submitted for this meeting. Committee members were asked to submit their lists to Holly L. several days prior to the next meeting. She will subsequently prepare a complete list.

#### ❖ **Mural Update**

- A transcription of Judith Inglese’s comments at the unveiling was prepared by Peter T. and transmitted to committee members and Friends of Deerfield.

- Peter T. suggested that the transcription and a photo of the mural be included in the Town Report. This suggestion was unanimously approved by the Steering Committee.
- Judith Inglese, the artist, informed Peter T that she would prefer that the mural not be covered (as had been suggested by several town residents.)
- The possibility of preparing a plaque was left for future discussion.

❖ **Working History Group Update**

- Peter T. reported that, as part of the 350<sup>th</sup> Oral History Project, he and Michael Kline are in the process of preparing a podcast focusing on Deerfield’s Eastern European immigrant families and the town’s agricultural past, present and future.

**New Business**

❖ **Update from Friends of Deerfield (FoD) Representative** – nothing further to report at this meeting.

❖ **Town Report**

At the last meeting, Peter T. indicated that he would work with Pat Kroll to prepare the 350<sup>th</sup> celebration summary for the town report and asked various members of the Steering Committee to prepare descriptions of events for which they had primary responsibility – Holly L for the parade, Kelly C. for the postal competition, Diane M. for Founders Day events.

All committee members indicated that they accepted the charge and would complete their sections by the end of February. Peter T will complete the write-up for the remaining events sponsored by the Steering Committee.

The committee was also informed that Friends of Deerfield would not be submitting a separate report discussing their participation in the 350<sup>th</sup> celebrations for the Town Report. Rather, the Steering Committee and Friends of Deerfield will be preparing and submitting a joint report. Peter T. and Chris Harris will act as coordinators for the Steering Committee and Friends of Deerfield, respectively, and create a joint report.

❖ **Schedule for the next meeting** : *Monday, February 26, 2024 at 6:30 pm*, to be held remotely.

❖ **Meeting adjournment:** Motion to adjourn approved at 7:36 pm.