

Sudbury 250 Committee

Minutes for Wednesday, May 13, 2026

Virtual meeting at 7:00 PM

(Meeting Video can be viewed at www.sudburytv.org)

Members present: Radha Gargeya, Committee Chair; Jan Hardenbergh, Committee Vice-Chair, Jim Wiegel, John Neuhauser, Josh Gilman

Other Attendees: Andrea Roessler, Sudbury Historical Society, James Goudie-Murray (town staff)

The meeting was called to order at 7:05pm.

Roll Call: Gargeya, present; Hardenbergh, present; Neuhauser, present; Wiegel, Gilman, present. A quorum has been achieved

Radha noted the Open Meeting Laws with respect to virtual meetings and that the meeting was being recorded.

Jan is taking minutes for this meeting.

Public comment: None

Member reports

- Radha has approximately 40 promotional cards and offered them to members who have prominent places to display or distribute them. Members were asked to follow up offline.
- **Jan Hardenbergh:** Nothing to report individually. He and Radha met that morning with Sudbury Community TV ("Sudbury TV"). Two cameras will be deployed at Sudbury Town Center: one focused on the stairs/stage area for performances and remarks, and a second roving camera to cover the triangle and conduct interviews. The committee expressed deep gratitude to SudburyTV for providing live-studio-level equipment at no cost.
- **Joshua Gilman:** Successfully promoted the event at Lincoln-Sudbury High School through morning announcements and recruited at least one AP student to volunteer.
- **Jim Wiegel / John Neuhauser:** Nothing to report individually.

Upcoming Sudbury 250 events

- **May 17** (day after Sudbury 250 Day): Each Hath a Hand by Peter Abair, Fairbank Community Center, 4 PM
- **May 31:** "Native Communities and the American Revolution" by Professor Daniel Mandell, Fairbank Community Center, 4 PM
- **July 4th Parade:** The next major milestone event

Sudbury 250 Day event

Sudbury 250 Day — Main Event Logistics (James Goudie-Murray)

Event website is live at sudbury.ma.us/250 (built by Leila), featuring schedule, map, parking info, and accessible drop-off/bike rack details.

Setup timeline:

- James arrives just before 8 AM; setup begins at 8:15 AM
- All volunteers check in at the old bandstand
- Food vendors set up and park there; 4 food vendors confirmed (one backed out but was replaced)
- LS parking lot closes at 2 PM due to a concurrent high school event

Volunteer training was held Tuesday (the day before). James was praised as "phenomenal incident command." Volunteers practiced using walkie-talkies and reviewed the critical 8–10 AM setup window.

Entertainment: Red Horse Old Time Duo performing at the Presbyterian Church, 1:30–3 PM.

Triangle Encampment Layout (John Neuhauser)

John raised concerns about the modern pop-up tent from the Fife and Drum unit looking out of place near the historical Minuteman encampment.

Proposed layout:

- Minuteman encampment in the northern section of the triangle (near the large shade tree)
- Fife and Drum at the southern end
- Living history demonstrators along Concord Road edge
- Open center space for children's musket drills (~every 30 minutes; ~12 wooden muskets available)

Demonstrators confirmed:

- Dean Rantz, Rock Village Forge (blacksmith) — ~10x10 ft
- Russell Spies(pewter/blacksmith) — ~10x10 ft
- Mary Mangan (lacemaker)

Numbers: Militia ~12–20 members; Fife and Drum ~10–12 members. Tent sizes are small (~10x10 with fly) and should fit within standard 15x15 vendor allotments.

Overflow option: Andrea offered the flat grass lawn behind the Loring Parsonage if the triangle gets too crowded. Tents requiring ground stakes cannot go in the parking lot.

Goodnow Library pop-up: James confirmed the library plans to set up a pop-up tent with a portable power station behind/in front of the parsonage.

Command Center & Sudbury 250 Table

James will set up the command/check-in table near the old bandstand. James agreed to reserve a spot at the end of an aisle for the Sudbury 250 committee table. The committee has the town's event tent (used at the Colonial Faire), which sits on sandbags and can be placed on pavement. Jan suggested the command center remain somewhat removed from the heaviest foot traffic.

Parking Arrangements

- General volunteers: Methodist Church lot; one entrance blocked with a sawhorse; a volunteer will verify participants
- Francesco and Andrea: Reserved spots at the lower town hall lot (arriving ~9 AM)
- Town Crier (Josh from Revere): Directed to arrive at the parsonage at 9:30 AM so Andrea can help him into his period costume before his 10 AM duty start
- Revolutionary Cemetery: DPW confirmed it will be mowed before Saturday (Andrea had flagged it as overgrown)

Sudbury 250 Pins — Distribution Plan

Jan proposed placing pins in baskets at all attended locations. John suggested more intentional distribution points:

- Handed to attendees as they board buses (volunteer at loading point, not bus driver)
- Given to reenactors as a thank-you
- Given to kids after completing a musket drill
- Given to vendors and volunteers
- Baskets placed at: Parsonage, Hosmer House, Meeting House, Lower Town Hall, Quilt Show, Presbyterian Church

James confirmed he will supply pins to volunteers stationed at LS and Nixon School for bus boarding distribution. Final approach: a combination of basket distribution and intentional personal hand-offs.

Bell Tolling — "Declaring Independence" Program

John asked about ringing the First Parish bell at the 10 AM opening. Jan cautioned that peeling the bell while the clock mechanism is striking could cause serious mechanical damage. Instead, a plan was set for the end of the "Declaring Independence" theatrical program (~35 minutes, ending after the reading of the Declaration):

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- Jan will be at the back door; upon signal, he will begin tolling the bell within ~5 seconds

- Number of tolls: 13 suggested by Jim (for the original 13 colonies); to be finalized by Andrea with her cast
- Tolling (slow, solemn) is safe; peeling while the clock strikes is not

Final Logistics

- Chair will arrive before 8 AM to help set up, then move car before the 9 AM table opening
- Chair is picking up volunteer vests and dropping them with James by Friday
- Chair will collect a Sudbury 250 banner from the Historical Society for the committee table
- Reminder to all: warm day — dress comfortably, wear comfortable shoes, stay hydrated; water stations will be available

Other items

Sudbury 250 Logo — 4th of July Road Race Request

The 4th of July Road Race requested to use the Sudbury 250 logo on their race t-shirts with additional text ("250 years ago, a nation was brought forth..."). The committee approved with conditions:

- Logo may be used; the additional text must be visually separated (a line/border) and in a different font so it is clearly not committee-approved language
- Andrea noted a historical accuracy issue: Sudbury was founded in 1638 and incorporated in 1639 — the road race's text implies a different date and should be corrected
- Jan flagged that the copyright status of the logo should be formally discussed later in the summer

Professor Daniel Mandell — Honorarium

Mandell inquired about an honorarium for his May 31 talk. He noted Acton paid him \$400. The committee agreed \$400 is the market rate. James confirmed the committee has sufficient funds to cover it.

Donation Requests

A few organizations requested donations from the committee. Jan expressed that the committee should not be giving money to others (they are fundraising, not grant-making). No further action taken.

Meeting Minutes — April 29, 2026

Minutes were reviewed and amended:

- "Proclamation" corrected to "Resolution" (the Sudbury 250 resolution read at Town Meeting, which passed ~231–31, not unanimously)
- Town manager's role changed from "invocation" to "welcome address"

Jan Moved, John Seconded

Minutes approved unanimously: Hardenbergh, Neuhauser, Wiegel, Gilman, Gargeya all in favor.

Next meetings

- June 3 (hybrid): Post-event debrief on Sudbury 250 Day
- June 17 (virtual): Planning ramp-up for July 4th parade

Motion to adjourn

Radha moved to adjourn. Jan seconded.

Radha Gargeya – aye, Jan Hardenbergh - aye, Jim Wiegel - aye, John Neuhauser – aye, Josh Gilman aye.

Motion passed unanimously.

Meeting adjourned at 8:16PM