

Sudbury 250 Committee
Wednesday April 1, 2026 at 7:00 PM
Virtual Meeting
Meeting Minutes

(All meetings can be viewed at www.sudburytv.org)

Virtual Meeting

Present:

Radha Gargeya, Chair; Jan Hardenbergh, Vice Chair; Member Tim Cobbett;
Member John Neuhauser; Member Jim Wiegel

Also in attendance: Andrea Roessler, Vice President, Sudbury Historical Society; James Goudie-Murray, Management Analyst, Town of Sudbury; Christina Deignan (Sudbury Extended Day, SED)

Radha said that this is a remote meeting duly authorized and we need to take a roll call.

Call to Order

Roll Call:

Gargeya-present; Hardenbergh-present; Cobbett-present; Neuhauser-present;
Wiegel-present

Radha called the meeting to order at 7:01 PM as the quorum was met.

Tim will record the minutes.

Opening Remarks by Chair

Radha - Welcome and thank you to James for all of the hard work getting the information organized.

Public Comment

None.

Member Reports

Tim - reported out on the status of the plywood cutouts. No report on the library display for 250

John - Confirmation about fife and drum performers - good to go for May 16 question about the dancers for Sudbury 250. Radha says they are all set for two 30-45 minute sessions.

Jim - nothing at this time.

Jan - thinking about how we might distribute the pins for parking at LS, drafted some coupons that he sent to the group for feedback.

Radha - We have been getting responses from vendors. The numbers are increasing and we may fill out all of our spots. James will report out on the specifics of that.

- Contacted Jasmine Goodspeed and that the date of their presentation to May 24th. Professor David Mandell also moved. Talk moved to May 31 or May 17
- We need to talk about July 4th in order to make that a success.
- **July 4th:**
 - Work with Blade of Grass for float and truck.
 - Want to read the Declaration of Independence in two places.
 - 1. As float starts
 - 2. At conclusion of the parade - read by town volunteer in town center not from the float. On the steps of Town Hall
 - Maybe Andrea's contact who is a "town crier"
 - Parade organized as Sudbury Chamber of Commerce
 - That committee is starting to spread the word about this event.
 - **John** - heard that the Chamber is looking to do a reading at the Wayside Inn
 - **Jim** - I have not heard that yet.
 - **John** - the Inn is closed that day - usually when we change the flags.
 - **Radha** - will contact the Chamber and find out.
 - **John** - do we have a sound system so that people can hear the reading at Town Hall?
 - **Radha** - the person who sets up the Memorial Day parade offered to help us with a sound system. Trying to close the loop on that.
 - If we can't nail that down we will need an alternate source.
 - Need one for the Town Hall and the truck in the parade.
 - **Jim** - I run the Memorial Parade so who is the source for the sound system? I can contact them - the Boy Scouts. That system could work at the Wayside Inn - but would need their bigger system.
 - **Radha** - good - and we need it for May 16th too. The dance groups will need them too.

Sudbury 250 Day

- Update from **James** -
 - Sudbury TV can provide AV equipment on May 16th - so that is all taken care of.

- Shared the information with Lynn from the Wayside Steppers. So they are all set.
- (Sharing Screen for updated materials)
 - Map - some changes from last meeting.
 - Crossing was moved to be closer to Hosmer House
 - Militia encampment moved from Heritage Park to Noyes field.
 - Cannon fire has also been moved to Noyes field
 - Jim - update - cannon folks won't show up if only firing twice NOR will the Militia folk if they can't fire more often than twice.
 - Such limitations make attending not worth the time if just standing around for 4 hours
 - Suggestion - what if just firing during last hour. OR one hour to start, one hour to end?
 - That also doesn't quite work
 - What if we shifted it all to the afternoon - after the play?
 - If the militia shoots off muskets and the cannon is used starting at 2 until 3? Just show up for that?
 - Visitors can decide to show up then for that?
 - **Radha** - musket fire could be done throughout the day. I don't think the musket fire is not that loud, unlike the cannon.
 - **James** - the police chief does require us to inform him when the muskets will be fired and how many shots will be fired.
 - Lots of discussion around this topic
 - **Jim** - we could do it on the hour every hour - but the number of shots depends on the member shooting - some are faster than others.
 - Some discussion about timing and number - maybe start at top of the hour and shoot for about 30 minutes, then take a break. So maybe 6-10 rounds per half hour.
 - **James** - police chief is really looking for a solid number in order to plan.
 - **Jim** - volunteering to speak with Chief Nix about this and discuss what he wants in comparison to other events that also have such events.
 - **Jan** - bottom line the Chief needs to know what we are going to plan to do and not be surprised by anything.
 - Can we provide an accurate estimate as to how many shots would be fired in a given time?
 - **Radha** - the Sudbury Minutemen are an integral part of this celebration and the kids love seeing this group - we must be able to

work out details and a compromise so that they can attend and feel like their time is well spent.

- Maybe for next meeting we can have Chief Nix attend to iron this out.
- **Andrea** - I don't see the Town Pound or the Hearse House on this map.
- Questions about this map and its goals - just for logistical reasons or is this also going to be promotional material?
 - **James** - I have spoken to the communications director who is working on promotional materials
 - **Andrea** - can we add "Declaring Independence" programming to the promotional material
 - Ironed out the location of the Pound and Hearse House on the map.
 - **Andrea** - the Hearse House will be open to the public for the first time on May 16th - and there will be a presentation.
 - **Andrea** - Can we move the porta potties? Maybe at the top of the Noyes driveway?
 - We can use the Presbyterian Church facilities as well as those in the Grange Hall - which is why we only have 4 porta potties.
 - Discussion of moving the picnic tables to make better use of green space. Potential to swap the current picnic tables with porta potties
- Master schedule -
 - Shared document broken down by length of events.
 - We currently only have 2 food trucks. Reaching out to more.
 - Best location for fife and drum performers?
 - Starting at 12:30
 - BUT that is also the time of the Dec. of Ind. performance.
 - Can fife and drum move to the Meeting House and try to draw people to the Dec of Ind reading?
 - Discussion of how best to layer in the various performances. We don't want events competing with one another.
 - Changing time of performance by Freedom's Way run from 1PM to 2PM
 - Post performance run from 2PM to 3PM
 - Sudbury Meeting House tour from 2-2:30
 - Cannon coming at 1PM (firing from 2-3) - where to enter, drop off the cannon and park the trailer.
 - Possibly up by cemetery tool shed in north corner of the map
 - Willow Green moved to 10-11 and not two different shorter blocks.
- Could we start the day with ten minutes of musket salutes?
 - Yes, we could do that from the steps of the town hall.

- Need to mark out the paths of the sprinkler system on the Triangle so that the encampments won't hurt them.
 - James is meeting with Tina from DPW next week. That will be put on the list.
- Cannon - specify the duration and sound level of cannon fire so that visitors can be ready and prepare if they need.
- **James** - lists of vendors that are coming, how many spaces we still have available and some of the activities that can be presented by several of the living history vendors.
 - **James** has reached out to the living history vendors that have not gotten back with an answer. He did that last week but will again if necessary.
- Living Statue possibility? No from the group due to the cost.
- Some possibilities of live music, possibly jazz, for the day too. **Radha, Andrea** and **John** all had some ideas and contacts to reach out to about possibly joining us on that day and providing music.
- **Christina** - one question about finalizing things on their end (SED) - can we send our staff some information from the 250 website to give them more information? Many don't live in Sudbury.
 - **James** can send along a letter that describes the events.
 - Vendor space is mostly full - can we use the 10x10 tents just in case it rains. That is asking for a 1.5 or double lot space.
 - We just need a little bit of extra space
 - We have staff coming mid-day. How do we direct them to the site?
 - Methodist Church on Sudbury road is usable.
 - Possibly in the Flynn lot too.
 - Park at Nixon or LS and take the shuttle (every 10-15 minutes) Starting at 9:30am
 - Able to connect to the town Rec. Department - but they were not going to add anything and unless we needed something from them we are all set.
- **Radha** - we will update the master schedule and put that out so we are all on the same page and we will have it all ready for promotional information.
 - Now showing the group the pins that we have purchased (couldn't really see)
 - **Jan** - plan for the pins
 - Park at LS and you get a free pin. Got 1500 of the pins.
 - How many will we give away? What about the coupons for \$2?
 - First 250 are free, next 250 are \$2?
 - First 776 are free, next 250 are \$2
 - What if all the pins were free? Then order more and then sell those in various spaces.

- We will need to decide as a group to buy more - will take about 3 weeks to get here.
 - Will order 1500 more
- **Radha** - working on the Sudbury 250 book. Idea for a draft outline
 - Our mission statement
 - All of the presentations and some pictures.
 - Three essays
 - Two plays
 - Two annual reports
 - Everything in one place.
- Deadline for this is September because that is our committee's end time.
 - Would like to shoot for July 4th.
 - Could be a nice PDF document instead of a physical book
 - Will start working on it and bring more details next meeting.
- Goodnow Library is going to be one of the vendors on May 16
- All of the town committees have been invited.
- One edit made to the Sudbury 250 Proclamation
 - Added three words that were approved at the Select Board meeting
 - Added "continually inclusive and" to section titled "Be it Further Resolved"
- Might the entire group be able to read this at town meeting? May 4th and 5th - **Tim**, **Jim** and **John** are unable to attend on those dates.
- **Jan** - we might put a bike rack in the First Parish parking lot - could we put it on the map for folks?
- **Andrea** - are we all set with the road sign on 117? - answer, yes.
 - Do we need more volunteers?
 - YES! We need many many more.
 - Needed during setup and take down.
 - Not sure how many we need during the day.
 - Can we reach out to LS students?
 - Town staff can get comp time to help out.
 - **James** can send out an explanation of the shifts to the members so we can send it out to various groups and drum up support.
- **Radha** - next meeting needs to include executive session. We will have that organized for us to do so in accordance with open meeting law guidelines.
 - Will do this to speak with fire chief. Need a quorum
- **Andrea** - Discover Concord night is coming out soon. We could advertise there.
- **James** - should we move the Sudbury 250 information tent back to where folks get off the shuttle?

- No, let's keep it out by Town Hall
- **Radha** - the memorial garden club wants to know if they are wanted or needed to participate in the events? They could do a September 11th remembrance on May 16th - could be done at Heritage Park as we have nothing planned there yet.
- The Garden Club is doing something in Grennell park

Meeting Minutes

- Amending the meeting minutes from January 7, 2026
- Motion to accept the minutes by Jan. Seconded by Jim and John.
 - No further discussion
 - Cobbett-aye, Gargeya-aye, Hardenbergh-aye, Neuhauser-aye, Wiegel-aye.
 - Motion passes unanimously.
- Amending the meeting minutes from March 18, 2026
- Motion to accept the minutes by Jim. Seconded by John.
 - No further discussion
 - Cobbett-aye, Gargeya-aye, Hardenbergh-aye, Neuhauser-aye, Wiegel-aye.
 - Motion passes unanimously.

Future meeting times

- April 15th - virtual meeting at 7PM
- April 29th - hybrid meeting at 7PM

Additional Comments:

Andrea: We need a hand out like we have for Witness handouts. We have handed out hundreds and mentioned Sudbury Day, but no one knows about it. Will have folks at the Parsonage House soon and it would be great to have something to give out.

Adjourn

Jan motioned to adjourn the meeting. Tim seconded the motion.

It was on motion 5-0. Cobbett-aye, Gargeya-aye, Hardenbergh-aye, Neuhauser-aye, Wiegel-aye.

VOTED: To adjourn the Sudbury 250 Committee meeting.

Meeting adjourned at 9:24 PM.

Respectfully submitted,

Tim Cobbett