

**Town Common Light Committee  
Belchertown, Massachusetts  
June 12, 2018 Minutes**



**Present:** Cindy Brown, Andrea Filipkowski, Gloria Fortunato, Marnie Henneman, Steve Williams, *ex officio*

**Absent:**

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Meeting called to order at 6:00 p.m.

The committee reviewed the draft copies of the minutes of May 8, 2018 and May 17, 2018. No changes were noted and the minutes were approved as is.

Treasurer Cindy Brown reported that there is currently \$1,168.32 in the Town Common Light Fund with additional funds received that day still to be counted.

Chair Gloria Fortunato welcomed new member Marnie Henneman to the committee. She advised Marnie to submit her official letter of interest to the Board of Selectmen. Gloria also reported that Jim Phaneuf has also agreed to join the committee and his letter was submitted to the Selectmen. He has not yet been sworn in.

Gloria distributed four lighting supply quotes and requested feedback. The Committee voted (3:3) to approve the quote from Wintergreen Corporation in Alpharetta, GA. The amount with shipping totaled \$1,170.72. Before finalizing the order, it was agreed that the bid would be shared with Max Bock from DPW to make sure that the materials to be ordered will suffice. Steve Williams said that he will discuss the bid with Max and report back. Cindy Brown will take care of finalizing the order, including getting a purchase order and vendor tax identification number (W-9) from the company. Gloria stated that she would notify the other 3 vendors whose bids were not accepted.

Gloria stated that the time table for the project should be mid-July to begin the stripping, sanding, and spray painting of the existing lights. She hoped to find an electrician to donate the time or to use Pathfinder electrical students to do the wiring. Gloria will contact Pathfinder School directly to inquire. Gloria asked Steve if there is a location where the work of stripping the existing lights can begin. He said that he would check into finding some volunteers to strip and prep the old devices. He also suggested having the work be done at Pathfinder. Steve suggested contacting Mark Nute at ACE Hardware about a primer to use on the enamel. The devices will need to be cleaned and painted. Gloria will follow up on these details and will set up a schedule for the work with the prep-work to begin the first or second week of July.

Andrea mentioned that the tri-fold brochure had changed since she first started working on it and asked for further feedback. The brochure should include the address for making a donation (c/o Cindy Brown), volunteers may also sign up using the form on the brochure and may contact

Gloria with further questions. The brochure will mention the website and Facebook pages as sources of information and for contacting the committee. Andrea reported that the committee had indeed been given a webpage on the Town's website and will continue to update it once new members are sworn in. It was noted that new member Marnie Henneman does not have an email address and will be contacted by phone only. Marnie was given the task of working on sponsorship packets for the committee.

Steve will talk to the surveyor about the town common map with regard to underground wiring, cisterns, and pipes. He will provide an update after July 1.

The committee discussed upcoming events. Cindy mentioned that the committee will need to pay for booth space at the town fair. She recommended having a free space set up near the portable bathrooms on Park Street. It was agreed that she will reserve one of these free spots for the committee's booth. Marnie will be in charge of the quilt raffle at the fair.

Gloria provided quotes for potential NYC bus trips. It was suggested that we minimize the number of events going on while we are working to refurbish the lights this year. It was agreed to focus on the Town Fair and the Vermont Quilt Fair in 2019. It was noted that the Winter Light Night Committee has offered booth space at the November 24, 2018 event. This committee agreed to table this decision for now.

Cindy showed the committee patterns for cut-outs of wooden holiday carolers which will go on the common. Cindy will paint them as well.

The goal is to have the refurbished lights up a week before the holiday event on November 24. Gloria mentioned that some have expressed to her a preference that the bulbs have a more traditional white hue and not blueish hue as with the older LED bulbs. Gloria stated that the bulbs to be ordered are "warm white".

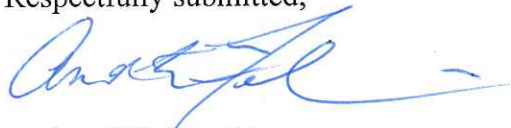
Following this meeting, Andrea will post an update on Facebook regarding the acceptance of a bid, amount raised to date, and to stay tuned for the next steps. Gloria will send updated photos of the existing lights to be used for public relations.

Andrea distributed a list of the meetings for the remainder of the 2018 year.

**Next TCLC meeting 7/10/2018, 6 pm, Town Hall Auditorium**

Meeting was adjourned at 7:30 pm.

Respectfully submitted,



Andrea Filipkowski