

**TOWN OF ANDOVER  
250th ANNIVERSARY COMMITTEE  
MEETING MINUTES**

**Date:** February 12, 2026

**Time:** 2:02 PM – 3:42 PM

**Location:** Town Offices – Selectboard Meeting Room

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## **1. Call to Order**

Chair Susan McCready called the meeting to order at 2:02 PM. A quorum was confirmed.

**Members Present:** Mark Comeiro, Mairathe Emerson, Marilyn Fitzgerald, Christopher Klein, Susan McCready, Max Murphy, Bill Pennington, Gail Ralston, Jennifer Robbins, Martha Tubinis

**Member Absent:** Rodney Johnson

**Staff Present:** Austin Simko, Deputy Town Manager; Mike Lindstrom, Deputy Town Manager; Ann Ormond, Director of Business, Arts & Cultural Development; Phillip Geoffroy, Director of Communications

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## **2. Approval of Minutes**

**Motion:** Approve January 29, 2026 minutes as submitted.

Moved: Marilyn Fitzgerald

Seconded: Jennifer Robbins

**Vote:** Unanimous

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## **3. Andover Tree Committee Initiative**

Deputy Town Manager Mike Lindstrom presented the “Deep Roots, New Branches – Andover 250” initiative.

- 250-tree giveaway scheduled for April 24, 2026 (Arbor Day).
  - Historic tree contest to run Summer–Fall 2026.
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## **4. Administrative Items**

- Committee email address to be created for public input and inquiries.
  - Participatory Budgeting Program deadline: March 13, 2026. Review and distribution of funds likely too late for this Committee's charge.
  - Town Meeting warrant article includes \$25,000 for civic events, including 250th programming (funds available July 1, 2026). Austin Simko will coordinate funding needs for Committee.
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## **5. Event Planning**

### **A. Memorial Day American Revolution Park Rededication – May 25, 2026**

Discussion regarding park rededication and unveiling of General Lafayette plaque.

**Motion:** Hold rededication ceremony on Memorial Day from 8:30 AM – 9:30 AM.

**Vote:** Approved (unanimous).

Plaque installation to be completed by DPW.

Jennifer Robbins will lead development of a banner for use at the Memorial Day parade and other events.

Ann Ormond to coordinate with Glen Ota and Steve Surette to attend next meeting.

Coordination ongoing with community partners and DPW for park cleanup.

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### **B. National Reading of Declaration of Independence & Concert – July 8, 2026**

- Reading of the Declaration of Independence at 6:00 PM, potentially featuring APS students
  - Concert to follow featuring the band Red Solo Cup (booked by the Recreation Department)
  - American Legion Color Guard to open the event?
  - Run for the Troops to provide flags and bunting
  - Ann Ormond will coordinate Recreation representation at the next meeting
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### **C. July 4, 2026**

Committee agreed not to add 250th programming to existing Town July 4th events.

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## **D. July 18, 2026 – Colonial Craft Fair**

Discussion of event logistics, vendor stipends, potential movie night, and coordination with Farmer's Market and park use.

Discussion included:

- Colonial and Native American artisan demonstrations and crafts for sale
- Possible beer garden
- Vendors to receive \$200 stipend and lunch
- \$1,500 quote received for potential movie night
- Coordination needed with Farmer's Market (consult with Fran Healey)
- Ann Ormond to notify Amy Heidebrecht regarding park use and Farmer's Market coordination

Mairathe Emerson and Martha Tubinis will begin contacting craft vendors.

Susan McCready to follow-up with Austin Simko on any vendor deposits needed.

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## **E. Educational – Ongoing**

Tabled until next meeting given time constraints.

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## **F. Lighting, Flags, Flowerpots – Ongoing**

Tabled until next meeting given time constraints.

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## **6. Branding & Communications**

- Branding/Marketing Subcommittee established (Jennifer Robbins and Christopher Klein).
- 250th landing page to be created on Town website. (Phil Geoffroy)
- Gail Ralston to assist with outreach to Andover MA News

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## **7. Adjournment**

**Motion:** Adjourn.

Moved: Marilyn Fitzgerald

Seconded: Christopher Klein  
**Vote:** Unanimous

Meeting adjourned at 3:42 PM.

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