

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

Date: February 26, 2026

Time: 2:05 PM – 3:49 PM

Location: Town Offices – Select Board Meeting Room

1. Call to Order

Chair Susan McCready called the meeting to order at 2:05 PM. A quorum was confirmed.

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

Member Absent: Mark Comeiro

Staff Present: Austin Simko, Deputy Town Manager; Ann Ormond, Director of Business, Arts & Cultural Development; Phillip Geoffroy, Director of Communications, Steve Surette, Superintendent Highway, Glen Ota, Safety Officer, Joe Connelly, Direction of Recreation

2. Chair Report

Chair Susan McCready clarified that she will be using a town email to communicate with the committee. Also reminded members not to reply to all. If members have an agenda item, please send to Susan as soon as possible in advance of the meeting as meeting agendas need to be posted 48 hours in advance. Also, a public comment section has been added to the agenda.

3. Marketing, Branding & Communications

- Branding/Marketing Subcommittee reported (Jennifer Robbins, RJ Johnson and Christopher Klein).
 - Logo ideas from RJ Johnson were presented. Committee was reminded that both the Town logo and the 250th logo will be co-branded. Also, consider replication of logos in black and white and color.
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4. Events Review

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

- Lafayette Trail plaque has arrived and is at Andover Center for History & Culture.
 - Rededication ceremony time confirmed on Memorial Day from 8:30 AM – 9:30 AM.
 - Proposed plan to close Central Street between the Revolutionary War park and South Church parking lot
 - Suggested that the roll call of Andover names be read at the ceremony.
 - Work with Mark Comeiro on sound system for the ceremony.
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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) Joe Connelly agreed to push back the concert start time.
 - Committee will investigate a reenactor in period costume to arrive on horse.
 - Place lawn signs to commemorate the historical events.
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C. 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:

- Farmers Market and Colonial Crafters to set up at the same time.
- Event to be held from 9 AM – 3 PM.
- Possible beer garden with Oak & Iron.
- May need to access electric for vendors.
- Extend hours of restrooms beyond 1:30 PM.
- Look to add food vendors from 9 AM – 3 PM.
- Discussion on possible sale of 250th merchandise.
- Volunteers will need branded shirts.

Susan McCready to follow-up with Austin Simko on budget estimate for this event in the \$15K range.

D. Educational – Ongoing

No report currently.

F. Lighting, Flags, Flowerpots – Ongoing

No report currently.

6. Approval of Minutes

Motion: Approve February 12, 2026, minutes as submitted.

Moved: Gail Ralston

Seconded: Marilyn Fitzgerald

Vote: Unanimous

7. Adjournment

Motion: Adjourn.

Moved: Marilyn Fitzgerald

Seconded: Mairathe Emerson

Vote: Unanimous

Meeting adjourned at 3:49 PM.

