

Charlton Public Safety Building Capital Campaign Steering Committee Meeting  
Thursday, April 9, 2020  
6:00 pm  
Zoom meeting.

Committee members in attendance: Steve Coleman, Co-Chair; Noreen Johnson Smith, Co-Chair; Karen Spiewak, member, Monique Lemaire, member; Allison Jenkins member and Lois Sugrue member.  
Also on the call: Andrew Golas, Town Administrator

Meeting was called to order at 6:08 pm by Co-Chair Steve Coleman.

Feb 25, 2020 minutes were approved by roll call unanimously.

Plans were discussed regarding obtaining a timeline and cost for T-Shirts from I am T-Shirt company. Committee approved moving forward with this project to raise awareness and funds for Public Safety Building (PSB).

The committee discussed engaging the community by having a contest to design the t-shirts. They agreed to ask Charlton residents of all ages to submit a T shirt design by the end of June. The committee will review the submissions and select 1 or possibly 2 designs (one for adult shirts; one for children – to be determined).

Committee discussed the idea of having contest to design the t-shirts.

Suggested projects to raise awareness and demonstrate unity and support: selling red and blue pots of flowers, picture-in-a-window scavenger hunts, antique firetruck and police cruiser parade.

Karen will continue exploring the feasibility and cost of the flower project.

Business collaborative endeavors were discussed but put on hold due to the pending pandemic.

Noreen noted, and the committee agreed, that in addition to the awareness and fund-raising efforts our committee needs to also focus on securing major gifts. Steve suggested, and the committee agreed, this can happen simultaneously and half the committee should focus on Marketing (he will lead); the other half on securing major gifts (Noreen will lead).

Steve along with Andrew Golas, Town Administrator, explained state bidding requirements and limitations for a new building which can limit cost savings when building a public building.

Videographer was discussed and Karen will contact him regarding timeline.

Tri-fold pamphlet and rack cards were reviewed and edits were made to the pamphlet. Karen will find out the cost of a town-wide mailer.

Next meeting will be scheduled for Thursday, April 16th at 6:00 pm via Zoom.

Meeting was adjourned at 8:06 pm.