

# **America 250 | PortlandCT Committee**

## **Regular Meeting**

**Monday May 12, 2025**

**6:00 P.M.**

Portland Waverly Center  
7 Waverly Avenue, Portland, Connecticut 06480

### **Agenda**

1. Chair Call Meeting to Order
2. Approve Agenda
3. Approve Meeting Minutes
4. Discuss:

#### **A. Event Planning Updates**

- July 4, 2026: Commemorative plaque & time capsule ceremony at Town Hall
- July 5, 2026: Family Day at Riverfront Park
- Participation in this year's Portland Fair- 2025

#### **B. Promotions and Publicity**

- Fundraiser ideas: Vintage "I'm From Portland, CT..." t-shirts, America 250 merchandise
- Social media: Update on Portland America 250 Facebook page
- Press release and town website presence
- Banner placement on Main Street

#### **C. Funding and Budget Discussion**

- Review of funding accounts setup
- Budget estimates: Monument, time capsule, Family Day (including food vendors), insurance needs
- Major funding events: Fireworks, plaque, Family Day, parade float
- Collaboration with Middletown

#### **D. Fundraising Initiatives**

##### **Distribution:**

Members: Sarah Elliott-Caratasios-Chair, Terry Grady-Vice Chair, Sharon Hoy-alt, Mary Maki, Samuel Newsom, Linda Prelli, Sara Rutter, Ben Srb

Town Clerk, First Selectman; BOS, Town Planner; Public Works Director; Town Tech; Michelle Ceppaglia (for distribution)

- Merchandise sales at Portland Fair
- Essay contest (winner featured in time capsule)
- T-shirt design contest (school involvement for Family Day shirts)
- Additional merchandise: Beer mugs, bumper stickers
- Trivia Night at Concentric

#### **E Volunteer and School Involvement**

- Coordination with Fair Committee
- Strategies to engage local schools and recruit a school liaison

#### **F. Coordination with Middletown**

- Discussion on possible collaboration or shared events

#### **G. Next Steps and Assignments**

- Task delegation
- Confirm next meeting date and time

5. Public comment

6. Adjourn

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