



Pursuant to a notice duly filed with the Town Clerk of Concord, a meeting of the Concord 2025 Executive Committee was held in the Trustees Room of the Concord Free Public Library, 129 Main Street, on July 27, 2023.

Members Present: Henry Dane, Tish Hopkins, Holly Cratsley, Gary Clayton, Fred Ryan, David Wood, Diane Proctor
Also Present: Beth VanDuzer, Cory Atkins, SarahMacConduibh

Call to Order: The meeting was called to order at 7:01 PM. – A quorum being present.

Administrative & Committee Updates:

1. The minutes of the July 20, 2023 meeting were approved by unanimous vote.
2. CC King was appointed to the Arts, Literature and Music sub committee
3. In Ricks absence no report was given.
4. Henry stated we need to build the budget from the bottom up and can not depend on State or Federal Funds. Cory stressed that public safety is of utmost importance and that alone may need one to two million dollars. She is going to find out if corporate donations can be accepted or if enabling legislation needs to be brought forward. The governor's office may be setting up an office to solicit Corporate funds as well. Fred suggested we contact Sarah Stanton undersecretary of economic development and former Town Manager of Bedford, MA who is a resident of Concord.
5. Sarah reported the first meeting of the parade committee will be next week. The parade will tell a story which will dictate the units involved as well as their placement in the parade. The story will tell the history of Concord and the United States, and they will be reaching out to politicians to get their ideas. They will be working on the route, communications and assembly areas for a dry run in 2024. Corey said, depending on the people involved, this may be classified a special security event. David suggested they confer with an indigenous tribal advisor.
6. Diane presented a job description for a Communications and Marketing Manager . This position would be filled by a PR firm and would be intermunicipal with Arlington, Lexington and Lincoln. All 4 Town Managers have vetted the job description and approved it. Representatives from all 4 towns will interview and choose the firm. The chosen firm would handle all PR, media, and convey logistics to all towns. The goal will be that they are able to provide the necessary services to each town equally.

Holly Cratsley made a motion to approve of going forward with developing the proposal and hiring a firm to fill the position of Communications and Marketing Manager to work in conjunction with the other towns dependent on \$50,000 being approved to match the other towns expenditures, subject to lawful appropriation. Fred Ryan Seconded

Henry called for a roll call vote :

Mr. Dane Aye,
Mr. Ryan Aye,
Mr. Wood Aye,
Ms. Hopkins Aye,
Ms. Cratsley Aye,

Mr. Clayton Aye
Ms. Proctor Aye

passed unanimously

7. No action taken on Town staffing

The meeting Adjourned at 8:00pm

Minutes respectfully submitted,
Patricia Hopkins, Assistant Secretary