

Minutes
Memorial Day Committee Minutes
Norma Drummer Room-Town Hall
7 pm-March 30, 2017

COPY RECEIVED
DATE: 4/6/17
TIME: 3:00pm
TOWN CLERK'S OFFICE

Meeting was called to order 7:05pm

Members Present: Alex Danka, Ron Callanan, Preet Singh, John Stelma

Members Absent: Beverly Kennedy

1. Meeting was opened in an open forum setting and a checklist of items were presented and discussed as well as the status of each item presented.

A. Status of donation letters were discussed-to be completed on Monday.

B. Alex Danka to deliver letter requesting the town donation to Town Hall.

C. Invitation letters for participants to go out from Bev. Additional groups to invite were noted. Person to contact for questions was discussed.

D. Band Contracts-all bands are contracted. It was suggested to contract the Middle School as well.

E. Alex to contact Tom Tkacz and Daddios for use of cars in the parade. VFW to be contacted to see if they are interested in having two cars in the parade.

F. Parade Personnel for parade day was discussed with needs at the grandstand to decorate and lining up participants at French Park. VFW to be contacted. Alex also had some volunteers lined up for the day of the parade. John to post the need for volunteers on town websites as well as media.

G. Sound system to be done by Richard Grey. It was discussed that a parking place or two be blocked off on the day of the parade to allow access to get equipment set up from parked vehicle.

H. Entertainment prior to parade will be provided by the High School performing arts band prior to program at the grandstand (10:30 to 11:00 am). Kayla Fitzgerald will be a vocalist. John asked about Patti Rimkunas as well.

I. Alex and Kurt to contact honored guests to be seated on the grandstand. Master of Ceremonies will be Fred Stanek. It was noted that the ceremonies at the grandstand needs to end at 11:30 and the parade started to accommodate those participants who need to attend other parades. Formation of the parade will be at French Memorial Park at 10:30 am.

J. Grand Marshall was announced as Mike Kearney.

K. Guest speaker is not finalized but is being worked on by Mike Casey.

L. Essay Contest Winners will carry the wreath and banners in the parade and have their essay read at the Grand Stand. Participants in the Essay Contest are to turn in their submissions by May 1 to their respective schools. Prizes will be a plaque and 450.00 check for the winners and a plaque for honorable mention. Board of Education will cull the entries and the final decision will be made by the parade committee. Plaques will be provided by CT Digital. An additional one will be needed as well for the Grand Marshall.

M. Parade day flowers were ordered by Ron from Eastside Greenhouse-bouquet for singers, 36" wreath for all who served and 24" wreath for first responders.

N. Alex to contact Public Works to transport and set up Grand Stand.

O. Ron has ordered small flags to be handed out to the attendees.

P. Pre-Parade meeting place will be at Jimmies Restaurant, Post parade for those who worked the parade will be at the community center with catering by Mattei's. Alex to check with Congregational church regarding the hot dogs they usually provide at the end of the parade route.

Q. Fireman's Trophy to be loaned to the firehouse with the best apparatus and marching unit. Alex to find judges for the event.

R. Ron to find t shirts and include some larger sizes.

S. Ron to line up All Star Bus to shuttle participants.

T. Preet suggested that in addition to the usual written news releases to look into a more visible ad in the newspapers to publicize the parade. John to check for prices.

Meeting was adjourned at 8:10pm

Next meeting will be Thursday April 13, 2017 at 7:00 pm. at the Seymour Town Hall

Respectfully submitted,

John Stelma

L.