

Public Ceremonies and Celebrations Committee
Minutes
April 4, 2016

Pursuant to a notice duly filed with the Town Clerk of Concord, a meeting of the Public Ceremonies and Celebrations Committee was held at the Harvey Wheeler Building, 1276 Main Street, on April 4, 2016

ATTENDANCE: Kathleen Stone (Chair), John Arena III, Robert Norton, Trish Ng, Tom Valle

Call to Order: The meeting was called to order at 6:02 PM. – A quorum being present.

1. Minutes from 3/28/16 amended and approved by unanimous vote.
2. Old Business
 - a. Bills
 - i. Committee unanimously approved reimbursement to John Arena for his Jacket (79.00) and the new members nametags (27.35)
 - ii. Committee unanimously approved invoice for Trish Ng for armbands on Patriot's Day (128.40)
 3. Looking Ahead to Spring 2016
 - a. Meriam's Corner
 - i. The checklist was reviewed and final comments/updates were discussed.
 - ii. The committee will meet on Saturday at 11 am to set up the reviewing stand.
 - iii. Col. Roy Lynn sent command updates, which Kathy will incorporate into the script.
 - iv. The Town will move the Monument back to the proper place for the ceremonial wreath laying.
 - v. John will pick up the key to the Ripley Gym.
 - b. Patriot's Day
 - i. Committee members touched base on the checklist.
 - ii. The walkthrough will be Sunday 4/10 at 11:30 am meeting at the Hunt Gym.
 - iii. Kathy sent applications for the collation to Trish. Trish will send the info. to Martha by Apr. 15th.
 - iv. Trish reserved the Hunt Gym and will pick up the key prior to Patriot's Day weekend.
 - v. Rob and Trish will talk to two possible division commanders.
 - vi. Kathy will finalize the script and order of march.
 - vii. John will get in touch with the clergy candidate for the Bridge Ceremony.
 - viii. Kathy will e-mail the Tenth Regiment to clarify their 2016 invoice to the committee.
 - ix. Kathy will respond to the Sons of the American Revolution and deny their request for a twenty-one-gun salute at the commencement of the parade.
 - x. The Committee will take careful observation of the length of the Bridge Ceremony this year, and make future improvements if needed.
 - c. Dawn Salute
 - i. The checklist was reviewed.
 - ii. Rob will update the script.
 - iii. John will draft a press release for the Apr. 14th Journal.
4. Public Comment: None
5. Next meeting will be held on 4/11/16 at 6:30 pm in the Harvey Wheeler Community Center.
6. Meeting adjourned at 6:50 pm

Minutes Respectfully Submitted,
John Arena, III - Member