

Public Ceremonies and Celebrations Committee  
Minutes  
May 12, 2016

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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 May 12, 2016

ATTENDANCE: Kathleen Stone (Chair), John Arena, Robert Norton, Edward Murray, Trish Ng, Tom Valle, Erin Logan  
Guests: Harold Nichols, Stephen Ng, Jean Murray

Call to Order: The meeting was called to order at 6:36 PM. – A quorum being present.

1. Minutes from 5/2/16 amended and approved by unanimous vote.
2. Old Business
  - a. Bills  
Committee unanimously approved the following invoices
    - i. Wayside Florists for Meriam's Corner (\$ 45.00)
    - ii. Concord Police Department for Meriam's Corner (\$ 1,076.98)
    - iii. Kathy will bring the invoice for New England Brigade from Patriot's Day
3. Spring 2016
  - a. Memorial Day
    - i. The updated checklist was presented and reviewed.
    - ii. Tom is updating the script for the West Concord ceremonies.
    - iii. John is updating the script for the Concord Center commemoration.
    - iv. Steve proposed Select Board comments for both ceremonies.
    - v. Trish will contact Dunkin Donuts regarding a donation for the collation.
    - vi. Tom will line up the musicians and soloist.
    - vii. Rob will touch base with Roy Lynn, the parade marshal.
    - viii. Erin has reserved Monument Hall for the collation.
    - ix. Trish will talk to Ann Lang regarding assistance for the collation.
    - x. John will talk to the high school guidance department to inquire about two seniors to read the roll of honor.
    - xi. John will call Keith Nelms about moving the Reviewing Stand.
4. Public Comment
  - a. Harold Nichols
    - i. Mr. Nichols requested that the Soldier Poem be read at the Concord center ceremony again.
    - ii. Rob mentioned that the tone in which the poem is delivered is important.
    - iii. The committee will check previous scripts to verify the poem's incorporation in the ceremony in years past.
    - iv. Rob proposed a committee vote at the next meeting to decide whether or not the poem should be part of the script for 2016. The committee unanimously agreed to this proposal.
5. Next meeting will be held on Monday, May 16th at 6:30 pm in the Harvey Wheeler Community Center.
6. Meeting adjourned at 8:00 pm

Minutes Respectfully Submitted,  
John Arena, III - Member