

# EAST HARTFORD VETERANS COMMISSION

## EAST HARTFORD TOWN HALL

### WELLING CONFERENCE ROOM

#### Memorial Day Parade Committee

December 7, 2021 @ 5:00PM

PRESENT: Chair John Cook, Vincent Parys, James Shelmerdine, Connor Martin, Craig Jordan, Dan Lareau, Robert Venti, Candy Guastamachio, John Lawlor, Richard Bates

ABSENT: Ros White

PLEDGE OF ALLEGIANCE: the commission was led in the pledge of allegiance and moment of silence.

CALL TO ORDER: Chairman Cook called the meeting to order at 5:00 p.m.

AMENDMENTS TO AGENDA: none

ROLL CALL: as indicated above.

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COMMISSION: NONE

APPROVAL OF MINUTES:

MOTION        By Richard Bates  
                    Seconded by John Lawlor  
                    Motion carried 10/0

COMMUNICATIONS AND INVOICES - none

OLD BUSINESS

1. Report from sub-committee on route recommendations. Commissioner Cook reported that the recommended route is for the parade to start at Willow St and Riverside Dr using Willow St as a staging area and proceeding south on Riverside to the parking lot south of the Fallen Star Monument. The distance of the parade is approximately 6/10<sup>th</sup> of a mile. Willow St and Ensign St will have to be closed to traffic during the parade and the Willow St exit off of Rt 2 will also have to be closed. A motion was made to accept this recommendation and to present it to the Veterans Commission for their approval.

MOTION        By Richard Bates  
                    Seconded by John Lawlor  
                    Motion carried 10/0.

2. It was recommended by John Lawlor that we plan for the parade in 3 coordinated segments with each segment having a coordinator:
  - a. The parade,
  - b. The memorial service
    - i. Will include the reading of the names of East Hartford's fallen
    - ii. Invited speakers

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- c. The after service events.
3. Connor Marin told the committee about corporate counsel's recommendation that each participant/organization complete an application that has a waiver of liability and proof of liability coverage. Some questions were raised about the liability coverage and Connor Martin is pursuing clarification.
4. Candy Guastamachio pointed out that we need to obtain the application and waiver as soon as possible to make it available to possible participants.
5. Craig Jordan is checking on the availability of using the entrance to Goodwin University as the speaker's platform. He is checking sound and electrical availability.
6. John Lawlor is checking with the Connecticut National Guard for the availability of their participation. This is separate from Craig Jordan's request to the DoD.
7. Connor Martin will make available a group worksheet where we can list participants in a central area.
8. Connor Martin is to check on details of having food trucks for an "after service" event.
9. We need to make plans for "porta potties".
10. Pratt & Whitney has offered their Willow St. parking lot for parade parking and we discussed having shuttle buses go between the parade route and the parking lot.

#### NEW BUSINESS

Assign coordinators for the 3 segments and start to develop plans for each one.

#### ADJOURNMENT

MOTION        By John Lawlor  
                     Seconded by James Shelmerdine  
                     Motion carried 9/0 at 6:33

Submitted by:

Chairman John Cook