

EAST HARTFORD VETERANS COMMISSION

EAST HARTFORD TOWN HALL

WELLING CONFERENCE ROOM

Memorial Day Parade Committee

December 21, 2021 @ 5:00PM

PRESENT: Chair John Cook, James Shelmerdine, Connor Martin, Dan Lareau, Candy Guastamachio, Richard Bates, Paul Barry

ABSENT: Ros White, Vincent Parys, John Lawlor, Craig Jordan, Robert Venti

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

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

AMENDMENTS TO AGENDA: none

ROLL CALL: as indicated above.

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COMMISSION: NONE

COMMUNICATIONS AND INVOICES - none

OLD BUSINESS

1. Team Leaders will be responsible for their segment of the Memorial Day Parade. Including planning for order of march, staging of participants both parade and speakers, location of post events and number of participants and types of activity.
 - a. Candy Guastamachio will be the team leader for the Parade.
 - b. Craig Jordan will be the team leader for the reviewing stand and for the main presentation event which will include the reading of the names of East Hartford's fallen and the invited speakers.
 - c. Connor Martin will be the team leader for the post parade events. .
2. Connor Marin told the committee about corporate counsel's draft of the participants/organizations application. It was discussed that organizations that charge for participation will be required to have their own liability coverage and that owners of any vehicles in the parade must provide proof of liability coverage. Connor should have the approved application ready by our next meeting.
3. Candy Guastamachio has talked with two Fife and Drum Corps and each requires a payment of \$1,000 to participate. A motion was made and amended to make a recommendation to the Veterans Commission to approve the expense with the condition that the number of marchers be established with the understand that if fewer marchers are provided the payment will be ratioed.

MOTION By Richard Bates
 Seconded by Dan Lareau
 Amended by Paul Barry
 Motion carried 7/0

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4. 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. Carried over to next meeting.
5. 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. Carried over to next meeting.
6. Connor Martin has made a group worksheet where we can list participants in a central area. The worksheet is a shared google worksheet. Contact Connor for the link.
7. Connor Martin is to check on details of having food trucks for an "after service" event.
8. Connor Martin will check with the health department for the recommended number of "porta potties" and will check with providers for cost estimates.
9. We discussed the possibility of sponsor and Connor Martin will find out if there is any prohibition against having sponsors.
10. We discussed the budget for the parade. The budget for the current fiscal year has been fixed. Connor Martin and Richard Bates will look into budgeting for the parade.
11. Candy Guastamachio will find out the availability of two buglers to play echo taps.
12. Printed programs are being planned for the parade participants, speakers, Gold Star Honor Roll.

NEW BUSINESS

ADJOURNMENT

MOTION By Paul Barry
 Seconded by James Shelmerdine
 Motion carried 6/0 at 6:05

Submitted by:

Chairman John Cook