

**VETERANS, CEREMONY AND PARADE COMMISSION
REGULAR MEETING
NOVEMBER 14, 2016**

The Veterans, Ceremony and Parade Commission held their Regular Meeting on Monday, November 14, 2016 at the Fowler Memorial Building, 45 New Haven Avenue, Milford. Vice Chairman C. Smith called the meeting to order at 7PM and asked those present to stand for the reciting of the Pledge of Allegiance.

I. Roll Call

MEMBERS PRESENT

Christine Smith, Vice Chairman
Pattie Deer
John Jansen
Niles Mackenzie
Gregory Smith

ABSENT/EXCUSED

Thomas Flowers, Chairman
Russell Edwards

GUESTS PRESENT

Jim Knott, American Legion Post 196

II. Consideration of Minutes – J. Jansen made a motion to accept the October 2016 Minutes as distributed. P. Deer seconded; all in favor.

III. Public Comment/Questions

1. Jim Knott discussed the visit to Conklin Field with J. Jansen. The flagpole is inaccessible and needs replacing; the monument should be moved. Motion made by J. Jansen to approach the Department of Public Works regarding relocating and/or replacing the flagpole and moving the monument. Seconded by N. Mackenzie; all in favor.
2. The dates on the Korean/Vietnam Memorial, which are incorrect, have not been addressed as of yet.

IV. Chairman's Report – None.

V. Unfinished Business

1. Veterans Day Activities
 - a. P. Deer received some negative feedback on the parade. Many did not know about it. The Commission sent out personal letters, press releases and other communications, however, it was not promoted by the local press.
 - b. A suggestion was made to have Mayor Blake send out a recorded public announcement regarding these types of events.
 - c. Discussion ensued about replacing the Veterans Day Parade with another type of event on the Green, working with the Downtown Business Association.
2. Building Maintenance
 - a. Nothing new to report.
 - b. The same outstanding issues remain: Outside light, downspouts, door flashing issues, front/rear signs are out of date.
 - c. Status of Founder's Walk unknown.
 - d. Chairman Flowers will be asked to invite the Director of Public Works, Chris Saley, to a VCPC meeting to discuss ongoing issues.

3. Veterans Memorial Auditorium Foyer
 - a. Need to start the planning process for gathering plaque names.
 - b. First step will be to get what we can from the Tax Assessor's and City Clerk's office. Initial assessment 1975 to present.
 - c. Must determine criteria for names.
 - d. Conflict periods to be defined.
 - e. Having a kiosk in City Hall, in front of the Tax Assessor's office, was suggested. The public would have access and the ability to input missing names. This needs to be a group effort with the public.

VI. **New Business**

1. The online information form has an incorrect phone number on it. Should be changed to Chairman Flowers'.

VII. **Announcements/Good of the Order**

1. Thanksgiving dinner at noon on Thanksgiving day at VFW Post 7788 for all Veterans.
2. DAV *Forget Me Not* drive on November 12th - 13th at Stratford Stop & Shop was a success.

VIII. **Possible Agenda Topics**

1. Building repairs.
2. Names on plaques at Veterans Memorial Auditorium foyer.
3. Conklin Field flagpole and monument.
4. Korean/Vietnam Memorial on the Green.

Being no further business to discuss, P. Deer made a motion to adjourn. J. Jansen seconded; all in favor. The meeting adjourned at 7:59PM.

Next meeting will be held on Monday December 12, 2016 at 7PM at the Fowler Building.

Respectfully submitted,

Patricia Durner
Recording Secretary