**Veterans, Ceremony and Parade Commission Regular Meeting**

**October 14, 2021 Meeting Minutes**

**Opening:** The Veterans, Ceremony and Parade Commission held their Regular Meeting on Thursday October 14, 2021 in the Fowler Memorial Building, 45 New Haven Avenue, Bill Kates called the meeting to order at 7:00 pm and asked those present to stand for the Pledge of Allegiance.

**Roll Call**:

**MEMBERS PRESENT:**

Bill Kates - Interim Chairman

Vincent Zelinsky

Mike Kupson

Tom Jackson

Frank Rodriguez

Emily Sopchak – (via telephone)

**ABSENT/EXCUSED**:

Pattie Deer

John (Jack) Jansen

**GUESTS**:

Diane Zelinsky –recording secretary (via telephone)

**Agenda**: Open Agenda

**Consideration of Minutes** – Bill Kates read the minutes from the September 13th meeting and called for a motion to accept.

Motion was made by Tom Jackson and 2nd by Frank Rodriquez – motion passed to accept the minutes as read.

**A quorum was present for tonight’s meeting.**

**New Business:**

Bill Kates was again in attendance as interim chairman. He informed the Commission that he is there to facilitate running the meeting and is not a voting member and can not make disbursements of funds.

Tom Jackson reported that he was sworn in and is now an official commission member.

Discussion took place regarding the Veterans Day Parade on November 7, 2021, Mike Kupson took the lead and sent out invitation to about 75 different groups. The responses of greatest concern came from the 2 Milford High School band directors that they would not be able to attend on the direction of the Superintendent of schools. Before more dignitaries were contacted it was suggested that a vote be taken to now cancel the parade due to expected low participation. Tom Jackson made the motion to cancel and it was 2nd by Frank Rodriquez. The motion passed.

 ***UPDATE: As of October 20, 2021 that decision has been changed and the parade will go forward as scheduled and the permit process was started.***

Discussion turned to going forward with the Wreath Laying ceremony on November 11, 2021 at 11:00 am. Bill Kates volunteered to run that event. A motion was made by Vinny Zelinsky and 2nd by Tom Jackson. The vote was unanimous to hold the event as scheduled with an assembly time of 10:45 am. Bill will proceed with contacting Reverend Fellenbaum to be event’s Chaplain. Each VSO should proceed to procure 1 wreath for the event and Tom Jackson took the assignment to contact the media outlets to promote the event.

Discussion was held regarding reimbursement of personal expenses on the VCPC’s behalf. Mike Kupson incurred expenses for stationary supplies for the Parade preparations. There is a budget for this and Diane mentioned that there is a process and would contact her point person in the Finance office for more details for the next meeting.

Bill Kates then brought up not being able to find in any of documents given to him by Tom Flowers which explain the exact duties, roles and responsibilities of the VCPC. He suggested contacting the City Clerk for the documentation that was created at the commissions conception and have it available at the next meeting.

The next scheduled meeting would actually fall on Thursday, November 11th which is Veterans Day, those in attendance advised they wished to still hold the meeting that day as scheduled.

**Old Business:**

Mike Kupson thanked everyone for coming out to the Milford Moves check presentation which was held on October 2, 2021. A few days later he was contacted by Peter Berube who asked for some contacts to help a veteran in need and Mike was happy to provide him with a list of resources.

**For the Good of the Order**:

Emily Sopchak reported that the VFW will be hosting a Meal for Veterans event on November 13th at 6pm. Local restaurants will be providing vouchers for meals to be given to Veterans as well as hot food and a raffle will be available.

Motion was made to adjourn the meeting by Vinny Zelinsky and 2nd by Mike Kupson

**Meeting adjourned at**: 8:05 pm

Respectfully Submitted by

Diane Zelinsky

Recording Secretary