

VETERANS, CEREMONY AND PARADE COMMISSION
REGULAR MEETING
MAY 12, 2014

The Veterans, Ceremony and Parade Commission held their Regular Meeting on Monday, May 12, 2014 in the Fowler Memorial Building, 45 New Haven Avenue, Milford. Chairman T. Flowers called the meeting to order at 7:05PM and asked those present to stand for the reciting of the Pledge of Allegiance.

I. Roll Call

MEMBERS PRESENT

Thomas Flowers, Chairman
Christine Smith, Vice Chairman
Pattie Deer
Russell Edwards
John Jansen
Gregory Smith

ABSENT/EXCUSED

Christopher Roberts

GUESTS PRESENT

Wayne Carson
William Kates

II. Consideration of Minutes – April 14, 2014 Minutes were read. Motion made by J. Jansen that the minutes be accepted as read, seconded by T. Flowers. Motion passed unanimously.

III. Public Comment/Questions – None.

IV. Chairman's Report

a) Parades/Ceremonies

Chairman Flowers sent the final parade details to Milford Living Magazine.

b) Building Maintenance

- i. Clock in the second floor conference room is inoperable and needs batteries. Public Works has been notified about the front door frame, which is rotted and to be replaced.

c) Building Usage

- i. Chairman Flowers received a request from City employee, Steve Johnson, to use the refrigerator at the Fowler Memorial Building to house sandwiches on the morning of Saturday, May 17th for Milford Earth Day festivities. He will obtain building key and alarm code from Public Works.
- ii. J. Jansen reported that a representative from the Duck Race could not get building alarm to set. Discovered a door was ajar. Once the door was secured, the alarm set properly. A note will be left by alarm to check that all windows and doors are secured prior to setting alarm.
- iii. Sonitrol will contact Sly Malone 24/7 if the building alarm is not activated and has the ability to identify the last person to open building.

V. Unfinished Business

a) Memorial Day Events

- i. Wreath Laying Ceremony – determine sequence of events. Opening remarks at Doughboy monument, ending with Flagpole Rededication Ceremony. Mayor will be with VCPC until Vietnam Memorial. At that time, T. Flowers will direct everyone to reassemble at the Memorial Flagpole for Rededication Ceremony. P. Deer will plan on her group playing at the Flagpole Rededication Ceremony, if requested. T. Flowers to notify Mayor of sequence of events for that day. Participants are to form at 9:45AM; starting promptly at 10AM from City Hall. All Veteran organizations and VCPC will place their wreaths, one by one, and then move on to the next monument and repeat process.
- ii. Chairman Flowers stated that he has a signed permit for the parade. Police Department and Department of Public Works should have copies.
- iii. Flags – Good quality, 24” cloth hemmed flags ordered and received. Purchased for \$.55 each, which is \$.20 less than previously paid for lesser quality ones. Boxes arrived this past Friday and are in the Concert Hall. Three Veterans groups to pick up flags for the City’s cemeteries at 8AM on May 24th. Reminder that the proper placement of the flag is as follows: If facing the headstone, the flag is placed 12” to the left of it.
- iv. R. Edwards provided Chairman Flowers with the Order of Commemoration for Parade instructions. W. Kates and T. Flowers to meet privately to discuss protocol. T. Flowers questioned whether all participants have been contacted and C. Smith stated that the City sends out notices to all departments and dignitaries. The United Way has expressed interest in marching also. Grand Marshall’s transportation to be discussed. Needs for the day include a list of people participating for R. Edwards and a microphone on the podium and band shell. R. Edwards also expressed a need for help at the start; a VCPC member will assist.

b) Viscount Initiatives/Requested Changes to VCPC Ordinance

- i. Mayor Blake asked Chairman Flowers to reiterate the recent change to the ordinance. He repeated to the Mayor what had been discussed at an earlier meeting and added two additional items:
 - a. While some may feel that the name of the Commission is somewhat limited, the VCPC does not feel that way.
 - b. Additional items, well worth taking on, include:
 - i. taking responsibility for the monuments
 - ii. serving as a referral agency for veterans and/or their family members

c) Johnson Museum

- i. Chairman Flowers met with the Curator and Manager of the West Haven Military Museum and Learning Center. They went through all of the artifacts and the Museum wants them all. Items are going to be picked up, inventoried, stored and/or displayed; being done at no cost and items will be returned to the City of Milford at any time requested.

Chairman Flowers put forth motion that VCPC recommend to the Mayor that the West Haven Military Museum and Learning Center can take these items under the terms specified by them. If the items are to be returned to the City of Milford, it would be at the request of the VCPC, Mayor or Board of Aldermen. Seconded by R. Edwards.

- d) Parson's Complex Auditorium (renamed to "Veterans Memorial Auditorium")
 - i. Recommendation to Mayor was a \$1,755 bid for sign. Per the Mayor, both the Auditorium and City Hall are budgeted/scheduled for a facelift in 2015. A large, temporary sign is to be designed and set up on the lawn next to the Veterans Memorial Auditorium entrance. A permanent sign will be created for installation on the building after construction is completed. Concerns were expressed over the sign being out of character for the City. Sign to have City seal and the words Veterans Memorial Auditorium only.
- e) 375th Parade – June 15th at 2PM. Banner with all federal service organizations to be created. Participation was discussed. Appears to be a conflict for several VCPC members.

VI. New Business

- a) Flag Pole – flag pole is up. W. Kates has asked repeatedly to include the name of Marine Corporal Jordan Pierson; he was killed in Iraq.

VII. Good of the Order

- a) Connecticut Style - T. Flowers stated that C. Smith is going to be singing the national anthem a capela, in uniform, on Channel 8's Connecticut Style program. Taping is on May 22nd; show is being aired at 12:30PM on May 23rd and repeated on May 26th. Channel 8 does not have an American flag, so Ms. Smith is going to borrow the new flag at the Fowler Memorial Building and return the following day.
- b) Dancing with the Stars - T. Flowers stated that J. Jansen will be Dancing with the Stars.
- c) Veterans Dinner - G. Smith noted that a Veterans dinner for Tom Ackery is scheduled for May 13th at West Shore Middle School, 6-8PM.

VIII. Possible Agenda Topics

Not discussed.

IX. Announcements

- a) W. Kates discussed updating/creating a pamphlet entitled *A Walk Through Milford's History*. A detailed discussion was scheduled for after the VCPC meeting.

Being no further business to discuss, G. Smith made a motion to adjourn, seconded by C. Smith. Motion passed unanimously. The meeting adjourned at 8:25PM.

Next meeting will be June 9, 2014 at 7PM.

Respectfully submitted,

Patricia Durner
Secretary