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

**October 14, 2019 Meeting Minutes**

**Opening:** The Veterans, Ceremony and Parade Commission held their Regular Meeting on Monday, October 14, 2019 in the Fowler Memorial Building, 45 New Haven Avenue, Tom Flowers called the meeting to order at 7:00 pm and asked those present to stand for the Pledge of Allegiance.

**Roll Call**:

**MEMBERS PRESENT:**

Tom Flowers

John (Jack) Jansen

Russ Edwards Sr

Mike Kupson

Pattie Deer

Vincent Zelinsky

**ABSENT/EXCUSED**:

**GUESTS**:

Russ Edwards Jr

Wayne Carson

Diane Zelinsky –recording secretary

**Consideration of Minutes** –minutes of last meeting were read and motion to approve was made by Pattie Deer and 2nd by Jack Jansen

**Old Business:**

Tom Flowers reported that he continues to receive several building usage requests from various community groups including the Milford Library, which will be undergoing a renovation. Three keys have been given to the Public Works Department to allow access to the building and was suggested that PWD maintain a robust key control process and that the Library be given a key to use for the duration of the renovation rather than continually having to sign one out.

The suggestion that came up at the last meeting about the possibility of having signs put up regarding available parking in the rear of the building will be addressed in next few months after the Veterans Day Parade is behind the Commission.

Tom reported that he has not heard back from the VFW or the nominee to take Christine Smith’s position on the Commission. He will try and reach out again.

**New Business**:

Press Release that was sent out to the print and social media outlets was distributed to those present to begin the discussion regarding the Veterans Day Parade on Saturday, November 9th. It was pointed out that start time was changed and pushed back to 10 AM with form up beginning at 9:15 am.at Wasson Field. The invitations to dignitaries have been sent out. The Grand Marshall and guest speaker will be Lieutenant Colonel Charles Jaworski. The parade route has been approved by the Department of Recreation and Milford Police Department. Stepping off from Wasson field on to West Main Street, right turn on to West River Street, right turn on to Constitution Dr back up to Wasson Field. The reviewing stand will be positioned somewhere near the end of the route and has yet to be worked out. Immediately following the public is invited to the Milford Veterans Memorial Auditorium where snacks for purchase will be available and a viewing of the animated film “SGT Stubby” will be shown.

All Commission members were asked to share the new location, date and time as often as possible leading up to the parade. An upcoming second Press Release will be made to include the route.

The annual Wreath laying will again be on November 11th at 11AM, wreaths will be placed at all monuments. Form up time for this will be 10:45 in front of the Dough Boy monument. Wayne will take care of getting the wreaths as in the past. Immediately following the donation checks will be presented to the VSO’s from Milford Bank and Colony Grill. It was requested that the Commanders of each recipient organization be present including as many members as possible that may wish to attend.

**For the Good of the Order**:

The Milford Concert Band will play on Sunday, November 10th.

**Meeting adjourned at**: 8:10 pm (Motion made by Jack Jansen and Second by Pattie Deer)

Respectfully Submitted by

Diane Zelinsky

Recording Secretary