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

**October 12, 2020 Meeting Minutes**

**Opening:** The Veterans, Ceremony and Parade Commission held their Regular Meeting on Monday October 12, 2020 in the Fowler Memorial Building, 45 New Haven Avenue, Pattie Deer 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 – VIA Teleconference

Mike Kupson

Vincent Zelinsky

Pattie Deer

**ABSENT/EXCUSED**:

Russ Edwards Sr

John (Jack) Jansen

**GUESTS**:

Wayne Carson

Diane Zelinsky –recording secretary

**Agenda**: Open Agenda

**Consideration of Minutes** –Motion was made by Mike Kupson and 2nd by Vincent Zelinsky to accept the minutes from the September 14, 2020 meeting.

**Old Business:**

The commission discussed again that the traditional wreath laying ceremony will still be held on November, 11, 2020 at 11 am and the VSO’s will only need to provide a single wreath to be placed at the Doughboy monument at City Hall. Tom Flowers and Mayor Blake will make remarks that day. It was requested that each VSO limit the number of members attending to 3 to 4 only and masks and social distancing must be adhered to.

Tom reported that the Christ Presbyterian Church in Milford submitted the paperwork and have begun to use the Fowler Building for Sunday Services at 9am. At the present time, he has not heard back from the Community Support Group that also uses the building for Sunday morning meetings at 8 am from November to April. The size of that group may be too large to be accommodated with the current indoor gathering State and City guidance. However, if that should change then the Church group would have to adjust their schedule and then arrange and provide payment for the building to be cleaned and sanitized between the two groups using it.

**New Business**:

Tom reported out that he met with Mayor Blake, his Chief of Staff Justin Rosen and Kiera who provides the video live stream services for the City on Friday, October 9th to choreograph the ceremony to be held on the steps of City Hall on Sunday, November 8th at 2pm.

The Milford Concert band will play a Patriotic concert from 1 to 2 pm which will be introduced by Tom Flowers and begin the live stream event. Following that at a podium set up on the landing of City Hall, the National Anthem will be played followed by the Chaplain’s invocation and introduction of dignitaries and guests in attendance. The Mayor will make his remarks and then our guest Craig Lougee of Keene NH will be introduced to share a story about his Grandfather, Raymond Wesley Haymond whose name is engraved on the Doughboy monument.

Prior to the start of the days events Craig’s grandfather’s flag will be raised and will be flying above City Hall. Following Craig’s remarks guest speaker BG Ralph Hedenberg will be introduced and will speak.

Following that part of the ceremony the Flag will be lowered by 2 Uniformed Marines and Taps played by the Milford Concert Band. The flag will then be folded and presented back to Mr. Lougee and the Chaplain will provide the benediction and the formal ceremony will be concluded. The Milford Concert Band may or may not choose to remain and continue to play, if so, the live streaming will continue until they are done.

The logistics of the live stream will require about 3 different camera angles to televise the band, the podium on the steps and the flagpole.

There will be seating available with proper social distancing for the invited dignitaries, and guest speakers. To the extreme left or right of the steps will be set aside for any Board of Aldermen and other elected officials that will be attending. Tom is going to formally invite and request RSVP’s so proper room can be made available. The VCPC and VSO members in attendance will be the “traffic cops” of the day to make sure masks and social distancing is properly adhered too.

The Public is of course welcome but need to position themselves back and properly social distanced.

This coming Friday, the 16th Tom will be doing a “Minute with the Mayor” outlining this year’s Veteran’s day Live Stream event and is hoping to have obtained the link to the event by that time so publicity and a press release can be sent out.

The meeting was then opened to any other new business and Mike Kupson presented the DAV’s concerns about the outside lighting at the lower entrance to the Fowler building and also the need to have the refrigerator inside replaced. Tom was already working on the replacement refrigerator and needs to verify what retailers are already Milford Vendors so it can be purchased. In regards to the lighting a discussion took place and it was determined that with the additional Founders Walk lights that there is currently sufficient light on the lower entry door.

**For the Good of the Order**: Tom Flowers mentioned that the American Legion and VFW posts are now open with restrictions. He also indicated that the Milford Concert Band who usually rehearse at the Fowler Building on Monday evenings are using the outside pavilion due to social distance restrictions and are looking for a temporary new home.

Mike Kupson asked Tom if he would like him to ask Bill Kates to recite the Flanders Field dissertation as it would take up a 5-minute time slot at the Wreath Laying on the 11th. Tom indicated yes

Motion was made to adjourn by Vincent Zelinsky and 2nd by Mike Kupson

**Meeting adjourned at**: 8:00 pm

Respectfully Submitted by

Diane Zelinsky

Recording Secretary