

Stamford Patriotic and Special Events Planning Group

**** SPECIAL MEETING MINUTES ****

Tuesday May 23, 2023 at 2:00pm

The meeting was called to order **at 2:02pm** by Kate Cook, with all participants joining by Zoom.

<https://us02web.zoom.us/j/87191603995?pwd=M0dlTyt3OXd5SXphZnNXQXJUQ1hYQT09>

Meeting ID: 871 9160 3995

Passcode: PSEC

One tap mobile

+16469313860,,87191603995#,,,,*476503# US (New York)

+13017158592,,87191603995#,,,,*476503# US (Washington DC)

Attendees:

P&SEC Members: Joe Colavito, Kate Cook

P&SEC Members Not Present: Xavier Shellman, Dave Kaplan, Hubert Delany

Guests: Kieran Matthew Edmondson, Rachel Alonso-Mendoza, Stephen Fischer, Nick Montagnese, Pat Parry

Agenda

- 1) Planning for Memorial Day activities (May 28th, rain date June 4th)
 - a) Weather forecast looks good for Sunday
 - b) Program
 - i) Kate shared screen for group to provide final edits
 - ii) Parade graphic used as cover
 - iii) Details of the Stamford Veterans Resource Center have also been added
 - iv) Alan provided shortened bio for Joseph Vasta
 - v) Gregg Barratt provided his own bio.
 - vi) JFK quote removed
 - vii) Laying of Wreath – pending confirmation from Alan if the Battinelli family participating
 - viii) Three Volley Salute – pending regarding wording
 - (1) Nick Montagnese will connect with Honor Guard to determine order of Salute, Benediction
 - (2) Should go right before TAPS – per update by Nick Montagnese
 - ix) 175 print count
 - c) Lineup information went out to participants
 - d) Grand Marshal plaque
 - i) Plaque will be ready for pickup by Friday
 - e) CERT – will touch base with John regarding team roles
 - i) 7 will help with step off (line up)
 - ii) 7 will assist SPD with route monitoring, spacing, etc.

- f) Group EMS
- g) Park -Pat spoke with Eddie. She reports he's unaware of chair setup
- h) Flags were put up last weekend. Old Town Hall also has flags up.
- i) Sound system is set. Rental company secured.
- j) VIP list of RSVPs
 - i) Kate never received the list
 - ii) Group advises Kate to look up online Rep. Delany's office contact → Stephen shared state capital phone numbers with Kate via text
- k) Iwo Jima float
 - i) Discussion of possible permanent space
 - ii) Kate will reach out to widow
- l) Golf Cart
- m) City website has the event listed
- n) Port-o-John
 - i) Current one on site is owned by DSSD
 - ii) Parks & Rec (Kevin) has ordered and they'll be placed in the usual location
- o) Trolley has been confirmed. There will be multiple rounds. Loops going 11:00am-11:45am
- p) Grand Marshal – Joe
 - i) Alan is working on Joe's transportation to the event
- q) Live Stream
 - i) Link has been sent to City staff for it to be added to the website
- 2) Reminder: any questions can be sent to StamfordPSEC@StamfordCT.gov
- 3) General discussion (non-agenda items)
 - a) Vitti truck was covered in flags for Police Memorial
 - i) Pat mentioned them – Jenny at Veteran Resource Center
 - ii) Kate willing to add them to lineup
 - b) Sunday May 21st Multicultural Event – Kieran volunteered
 - c) Kieran submitted an article regarding Veterans Resource Center. Once published, he will share with the group via email.

The meeting was adjourned at 2:29 pm

Memorial Day Parade Special Meetings at 2:00pm on the following days:

Tuesday May 9th	Thursday May 11th
Tuesday May 16th	Thursday May 18th
Thursday May 23 rd	Thursday May 25 th

Next regular meeting: June 7, 2023 at 2:00 PM