

Stamford Patriotic and Special Events Planning Group

**** SPECIAL MEETING MINUTES ****

Thursday May 25, 2023 at 2:00pm

The meeting was called to order **at 2:04pm** 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)

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Attendees:

P&SEC Members: Joe Colavito, Kate Cook

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

Guests: Kieran Matthew Edmondson, Pat Parry

Agenda

- 1) Planning for Memorial Day activities (May 28th, rain date June 4th)
 - a) Mrs. Battinelli
 - i) Her and her 4 children will be there to lay the wreath. Grandchildren will also participate
 - ii) Will be donating bunting to
 - iii) Reserving 10 chairs for her and family
 - b) Reserved seating signs
 - i) Kate has created signs for Vasta family, Battinelli family, and general VIPs
 - ii) Pat recommends adding Mayor, Senator Blumenthal, Senator Hines, Governor, Mr. Barratt
 - iii) In the past, Pat has used stars on chairs to determine reservation (i.e. gold, blue, etc.)
 - c) Seating discussion
 - i) Want to ensure that VIPs have seats in the front row (i.e. guest speaker, elected officials, etc.)
 - d) Pat - Saturday May 27th –Police Memorial Ceremony on Roxbury Park at 10am.
 - e) Wreaths will be delivered around 10am to the park
 - f) Kate confirmed that Parks & Rec staff will assist with the chairs (Ron Markey)
 - g) VIPs
 - i) Kate spoke to Hubert's assistant Dawn
 - ii) Final update of VIP list at end of today
 - iii) Dawn has offered to sent follow-up email to VIPs
 - iv) Dawn has overnighted the citations

- h) Program has been finalized
 - i) Kate will email to Winni to get printed by the city
- i) Plaque – will be picked up tomorrow
- j) CERT – knows all their positions, maps will be provided, Kate meeting with them Sunday morning
- k) Lineup
 - i) Has changed the last few days (i.e. Vitti construction vehicle added)
- l) Phone list
 - i) Kate has put together and will share with planning group via email
 - ii) Also provided information during the call
- m) Veterans Park
 - i) Initial cleanup done. Final cleanup will be done Sunday morning
- 2) Reminder: any questions can be sent to StamfordPSEC@StamfordCT.gov
- 3) General discussion (non-agenda items)
 - a) Kieran – Veterans Resource Center, shared about tomorrow’s veterans lunch
 - b) Kieran – Sunday will be receiving recognition from Toys for Tots

The meeting was adjourned at 2:18 pm

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