

Stamford Patriotic and Special Events Commission

Minutes

Wednesday March 1, 2023 at 2:00 PM

The meeting was called to order **at 2:09pm** 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

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Attendees:

P&SEC Members: Kate Cook, Hubert Delany, Joe Colavito – quorum present

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

Guests: Rick Petersen, Kieran Matthew Edmondson, Pat Parry, Philip Alan Gerard, Stephen Fischer

Agenda

- 1) Review of meeting minutes from December 2022 meeting
 - a) **ACTION:** Meeting minutes approved by the board
- 2) Update on meeting minutes for January 2023
 - a) **ONGOING:** Waiting for Xavier to share notes, recording or draft minutes
- 3) Review of meeting minutes from February 2023 meeting
 - a) **ACTION:** Meeting minutes approved by the board
- 4) Possible executive session
 - a) Board did not utilize executive session.
- 5) Stamford Veterans Resource Center opened at Old Town Hall
 - a) Stamford Veterans Resource Center is separate from the Patriotic & Special Events Commission but aligns with commissions' endeavors
 - b) Opened Wednesday February 15th
 - c) Per Hubert Delany, center was created with the intention to increase constituency services for local veterans and the community. Goal of getting more service members to visit the center and start utilizing those services so we can advocate for a full-time position.
 - d) Veterans Resource Center's hours of operation are Tuesdays and Thursdays 10:00am-1:00pm
 - e) Per Kieran Edmondson, they are one of the intern volunteers for the Stamford Veterans Resource Center. They are currently in charge of welcoming visitors, former military veterans, and other local Stamford

- citizens. They also provide assistance to register military veterans on the computer, if they feel comfortable with that. Anyone interested in helping and working on behalf of all of Stamford's veterans, please reach out
- f) Per the City of Stamford Veterans [website](#), questions about the Stamford Veterans Resource Center can be directed to 203-977-7993 or email VeteransResourceCenter@StamfordCT.gov
- 6) Planning for Memorial Day activities (May 28th, rain date June 4th)
- a) [Jotform Registration](#) form update
 - i) **ONGOING:** Kate sent out form to past participants. Only 1 response so far. Request for attendees to share the link with those in their networks who express interest. Kate will continue with follow-up and reminders requesting participation.
 - b) City webpage information update
 - i) **ONGOING:** Kate put request to Aaron for website update to include information regarding Memorial Day Parade (i.e. Jotform link). As of start of meeting, website has not been updated.
 - c) Permit application
 - i) Winni explained new permit application process is now [online](#).
 - ii) **ACTION:** Kate has used online process for DSSD events. She will take lead to complete application for PSEC and reach out for further assistance if needed.
 - d) Parade & route
 - i) **ONGOING:** GANTT chart -Chart was updated frequently by Dave. File sent by Winni to commission was not final version but is good start for this year's work.
 - ii) **ACTION:** Parade route is fine as is and does not need to be changed.
 - iii) **ACTION:** Kate recommends moving location of showmobile (rack truck). Previously near Veteran's Park; recommends set up at the McDonald's intersection. General agreement from meeting attendees that previous location caused congestion issues and was confusing. Elected officials did not utilize rack truck during Veterans Day Parade and preferred to walk with the crowd. Kate will make note and access if new location should be added to permit application.
 - iv) **ONGOING:** Stephen brought up concern about dignities and elected officials needing security to walk the block if the stage is moved.
 - v) **ACTION:** Hubert addressed safety concerns and can bring it up to the state dignitaries.
 - e) Marketing
 - i) 2022 participant list
 - ii) **ONGOING:** Kate reached out to person who did Veterans Day Parade graphics to see if she can also do it as well. Once a few ideas/concepts are generated, Kate will share for voting purposes. Finalized graphics will be shared with the public and any group that meeting attendees are a part of. Kate will also send to the local blogger and influencer list.
 - iii) **ACTION:** Pat – recommends ensuring that there's Gold Star family recognition
 - f) VIP invitation(s)
 - i) **ONGOING:** Per previous meeting, invitation list was expanded to statewide veterans, leaders of veterans, and related organizations. Hubert has also sent out invitations via Commissioner Saadi's list of

veteran organizations. Included in the invitation is note requesting people stay off their phones. Invitations have gone out electronically and via mail.

- ii) **ACTION:** Hubert to send list of organizations and VIPs that the invitation was sent to for tracking purposes.
 - iii) **ACTION:** Philip to send out VFW list to Hubert to cross check against Commission Saadi's list in case additional invitations need to be sent.
 - g) Grand Marshal
 - i) **ACTION:** Quorum of the Board accepts Stamford Veterans' Council nomination of Joseph Vasta as Grand Marshal.
 - h) Ceremony speaker
 - i) **ACTION:** Pat Parry – has secured a speaker, Gregg Barratt. Greg is head of the Patriot Guard in CT and speaking on behalf of Honor & Remember (<https://honorandremember.org/>).
 - ii) **ONGOING:** Kate has been in contact with him about his group participating in the parade. She has filled out application for Gregg's participation.
 - iii) **ACTION:** Pat Parry has reached out to Leslie Manselle, Gold Star sister of a Stamford fallen, as a potential singer for the event. Leslie is interested. Pat to provide contact information to the commission so a formal invitation can be made and confirmation can be noted.
 - iv) **ACTION:** Rabbi Philip Schechter has accepted invitation to do the opening prayer.
 - v) **ONGOING:** Pat Parry has asked Reverend Winton Hill to do the closing prayer. Pat to provide contact information to the commission so a formal invitation can be made and confirmation can be noted.
 - i) Troop request
 - i) **ONGOING:** Cover letter and troop request have been sent. Requests must be sent by mail, not electronically. Hubert hasn't heard back yet from the military department's Community Action Board regarding the request. Hubert to follow up with a call to the aforementioned parties.
 - j) Request for Armed Forces participation in public events
 - i) **ONGOING:** Is part of the troop request (item 6i on the agenda).
 - k) **ONGOING:** National Guard quintet – Joe reached out & hasn't heard back, will follow-up.
- 7) Reminder for Veteran's Day activities (November 5th, rain date 12th)
- a) **GENERAL ASK:** 11/11 11th hour celebration suggested by Kieran.
- 8) Reminder: any questions can be sent to StamfordPSEC@StamfordCT.gov
- 9) General discussion (non-agenda items)
- a) Updated meeting format; webinar style for first half, open discussion for planning portions
 - b) **GENERAL ASK:** Rick Petersen – on the board of the Stamford History Center. Wanted to place on PSEC radar to think about planning something for the country's 250th birthday celebration in three years → July 4, 2026. They were part of the PSEC in 1976 when they did a huge downtown block party. Not necessarily recommending a block party but want people to generate ideas such as using Fort Stamford and the buildings that are there. Stamford History Center has speaker system, indoor/outdoor, that can be utilized.
 - c) **GENERAL INFO:** Pat Parry – Upcoming Memorial Baton Death March

event where board member Joe Colavito will be participating at in two weeks. Joe provided historical context of the event.

- d) **GENERAL ASK:** Philip Gerard – city is no longer buying flags to be placed on veterans’ graves, previously ordered by Facilities department, may have been from their budget. Estimate need for 4,000 flags. Kate will work on getting more details.

The meeting was adjourned at 3:03pm

Next meeting: April 5, 2023 at 2:00 PM

Submitted by:

Winni Paul

Patriotic and Special Events Commission