



Town of Stoneham, Massachusetts
35 Central Street, Stoneham, MA 02180

MEMORIAL DAY PARADE COMMITTEE

Memorial Day Parade Committee Minutes February 12, 2014

Attendees: Maureen Buckley, Mike Doucette, James Lamb, Jim Devlin

Motion by Jim Lamb to open meeting, Seconded by Mike Doucette. Chairman Maureen Buckley calls the meeting to order at 6:40 PM.

Review of Last Year's Parade – Discussed the problems with the parade line up and traffic issues during the parade and the lack of order in groups when they lined back up when the parade restarted at Lindenwood Cemetery after the ceremony there. Suggested we use saw horses and stop signs (like traffic directors use) to keep vehicles from cutting in to the parade. Suggestion to ask Malden to borrow signs to use for each branch of the service this year.(banners would be WW1 & WWII, Korea, Vietnam, Gulf Wars). Discussed the lack of military units we were able to secure last year to participate. Suggestion to ask Veterans volunteers to help with parade day duties, if not interested in marching.

Parade Marshal(s)

Committee discussed possibilities for this year's Parade Marshal. A motion was made by M Buckley to interview Stoneham veterans and hopefully have the information submitted to the local newspapers between now and Memorial Day. We will contact and interview Ed O'Donnell first.

Notifications Letters and Invites

M. Buckley stated that she sent a letter to the Board of Selectman requesting permission to hold a Parade again this year. We received an approval letter back from the Selectmen. A motion was made by Maureen Buckley to invite the Kevin Barry Pipe Band back again this year, along with the 5th Mass Battery who now have a cannon, and the rest of the bands and groups again this year that participated the previous year. We will also reach out to new groups to participate. The motion was seconded Jim Devlin and it passed unanimously. Maureen Buckley stated she will use both mail and email this year to contact participants.

Cemetery Flags

Motion was made to order 3000 flags this year, by M Buckley, as this is how many we need to cover 4 cemeteries and monuments and we used up our surplus supply last year. . Motion was seconded by Michael Doucette and passes unanimously.. Maureen will place the order with our current flag supplier. Order will be submitted for reimbursement for the flags from Veterans Services by Veterans Agent Jim Devlin.

Committee Meeting Dates

The committee discussed plans for upcoming Parade meeting dates. The following dates were set. March 5, 2014, March 19, 2014, April 2, 2014, April 16, 2014, May 7, 2014, May 21, 2014 and June 4, 2014. Motion made to accept these dates made by Mike Doucette . Seconded by Jim Devlin and passes unanimously.

Action Items

Actions items were discussed that need to be researched and reported at the next meeting. They include among other items, the sound system, publicity, reaching out to veterans to participate, and securing a religious person to participate in the Ceremony after the Parade, as well as dignitaries, singers and youth speakers . Maureen Buckley will follow up on these items, Jim Devlin will pursue securing military participation. Jim Devlin will coordinate veterans going to the High School and Middle Schools this year, and Jim Lamb will coordinate veterans for the Elementary Schools.. Motion made to ask Don Tocci to be the MC this year by Mike Doucette. Seconded by Jim Lamb. Passed unanimously.

Publicity

Jim Devlin is working on setting up a Veterans Facebook page. We will put articles in the newspapers, online and seek connecting with local veterans in the next few months. There is a 5K veterans road race being planned for the Saturday before the parade by a local group, that Jim Devlin has just been notified about. We will contact them for more information on their plans. We will also plan to advertise online outside of Stoneham to let people know about our Parade.

Adjourn:

Jim Devlin motions to adjourn. Jim Lamb seconds the motion. The motion passes unanimously.
Chairman Buckley adjourns the meeting at 8:50 PM.

Respectfully submitted:
Maureen Buckley - MDP



MEMORIAL DAY PARADE COMMITTEE

Memorial Day Parade Committee Minutes

March 5, 2014

Attendees: Maureen Buckley, Mike Doucette, James Lamb, Jim Devlin, Kevin Cantwell, Frank Geary, Bob Sweeney

Motion by Jim Devlin to open meeting, Seconded by Mike Doucette. Chairman Maureen Buckley calls the meeting to order at 6:35 PM.

Minutes from February 12, 2014 Meeting:

Motion by Mike Doucette to approve the minutes from the February 12, 2014 meeting subject to errors or deletions. Seconded by Jim Lamb. Motion passes unanimously.

Parade Marshal(s)

Committee will be interviewing some of the older veterans in Stoneham to present possibilities for this year's Parade Marshal. Interviews will be put in the newspapers. Jim Devlin will contact the first 3 gentlemen to set up meetings.

Invitations to Participate

Jim Devlin has contacted several people to try and get more military involvement in this year's parade. Frank Geary will be contacting his resources at Hanscam Field to also request participation. Kevin Cantwell described a program in Bangor Maine where Veterans are given a free walking stick from a local museum that shows what conflict they were in, and each year they participate in the Parade, a sticker is added to it. You only need to show your discharge papers to receive one. Don't have to live in Bangor Maine. Will look into ROTC Lynn English High School to participate. high school Buckley stated that she sent a letter to the Board of Selectman requesting permission to hold a Parade again this year.

Cemetery Flags

We need to order 40 Betsy Ross Flags again this year for the Old Burial Ground Cemetery as they stayed out longer on the graves (Veterans Day) this year and are not reusable. American flag order and Medal of Honor flags will be ordered next week.

Action Items

Invitations will be going out this week to parade participants. A new entry form will be used to assist us on better parade line up. It was suggested we contact the Stone Zoo for the Zoo-mobile participation. We will also be contacting Antique Car drivers and hope to get some older Veterans to ride this year in the parade if we can find them transportation. A suggestion of inviting Veterans with Service Dogs was presented. Maureen will followup. Bob Sweeney will contact Fr Mario Orrigo at St Patrick Church to request his presence at our ceremony this year. Don Tocci has agreed to be our MC, if available. Voices of Democracy and Patriots Pen winners have expressed interest in speaking at the ceremony at Town Hall. Don Tocci will followup. Actions items were discussed that need to be researched and reported at the next meeting. They include among other items finding ways to attract more local veterans to participate. , Maureen Buckley will follow up on these items. We will be recognizing Mr Edmund Grammer this year for his 25 years of participation in the parade. Will reach out to local Scouts to train on flag placing prior to May. Jim Devlin and Maureen Buckley will followup. Maureen will discuss traffic plans with Police.

Fundraising

Due to increased costs in band fees, and a larger flag order this year, we are in need of extra funds to cover the parade expenses. Discussed ways to raise funds. Bob Sweeney suggested asking the Selectman to increase the Committee budget this year by \$1000 to cover these added expenses. Our budget has not increased for many years. Motion by Frank Geary, Seconded by Jim Devlin. Motion passes. Bob will present it at the BOS meeting next Tuesday.

New Business

Mike Doucette inquired about the D-Day project that is going on with a teacher and student at Stoneham High School who were selected to participate in a national project. Ms Rubin at SHS has said she will let us know of their findings. They have chosen to research a Stoneham Veteran who died on D-Day and found Daniel Callahan, who is buried in a Cemetery in France. They will travel to France this summer.

Adjourn:

Kevin Cantwell motions to adjourn. Bob Sweeney seconds the motion. The motion passes unanimously. Chairman Buckley adjourns the meeting at 8:00 PM.

Respectfully submitted: Maureen Buckley - MDP



MEMORIAL DAY PARADE COMMITTEE

Memorial Day Parade Committee Minutes March 19, 2014

Attendees: Maureen Buckley, Mike Doucette, Kevin Cantwell, James Lamb, Bob Sweeney. Motion by Jim Lamb to open meeting, Seconded by Kevin Cantwell. Chairman M Buckley calls the meeting to order at 6:30 PM.

Minutes from March 5, Meeting:

Motion by Kevin Cantwell to approve the minutes from the March 5, 2014 meeting subject to errors or deletions. Seconded by Jim Lamb. Motion passes unanimously.

Parade/Ceremony Participants

Confirmed participation from Kevin Barry Pipe Band, Natick Legion band, Holy Ghost band, Blue Knights, 5th Mass battery, Relay for Life. Stoneham High School Band, videographers, ceremony singer Barbara Morash, National Guard from Melrose. St Patrick's clergy is unavailable for invocation. Bob Sweeney will ask Methodist Church pastor. Dave Geary contacted ROTC and they are already booked. Told if we contact them in December next year, they should be able to participate. Parade Marshal has not been confirmed yet. Jim Devlin is setting up interviews with Veterans.

Publicity

Notices are on town website and Stoneham TV as well as in the paper. Will be putting article in next week's news paper to ask for volunteers to help on Parade day and Veterans to participate in the parade. Plans to put interviews with veterans in the upcoming newspapers.

Action Items

Action items were discussed that need to be researched and reported at the next meeting. They included contacting bands to confirm participation. contacting schools for Memorial Day program support from our Veterans groups, contacting the Methodist Church for clergy availability, and articles to be submitted to the newspaper. Discussed POW display in parade. Mike Doucette will contact the Rolling Thunder group about participation. Maureen will contact Antique car club for possible participation.

New Business :

Kevin Cantwell will research the possibility of giving out walking sticks to veterans who march in our parades. He is reviewing how this works in the Maine parade and find the distributors, costs and possible sponsors. Committee was approved for \$1000 increase in the budget for this year by Town of Stoneham, to cover extra increased costs for bands, and flags. Motion was made by Kevin Cantwell to make a silk flower wreath for the WW1 monument rock in front of Town Hall. Seconded by Bob Sweeney. Motion passes unanimously. Maureen will order Styrofoam from florist and make one.

Adjourn:

Kevin Cantwell motions to adjourn. Bob Sweeney seconds the motion. The motion passes unanimously.

Maureen Buckley adjourns the meeting at 7:51 PM.

Respectfully submitted: Maureen Buckley - MDP

**The next Memorial Day Parade meeting is
on WEDNESDAY, April 2, 2014 at 6:30pm
2nd Floor Conference Room Town Hall**



MEMORIAL DAY PARADE COMMITTEE

Memorial Day Parade Committee Minutes April 2, 2014

Attendees: Maureen Buckley, Mike Doucette, Kevin Cantwell, James Lamb.

Motion by Kevin Cantwell to open meeting, Seconded by Jim Lamb. Chairman M Buckley calls the meeting to order at 6:31 PM.

Minutes from March 19, Meeting:

Motion by Mike Doucette to approve the minutes from the March 19, 2014 meeting subject to errors or omissions. Seconded by Kevin Cantwell. Motion passes unanimously.

Parade/Cermony Participants

Responses from several more groups, though we have not heard from majority. Maureen will start contacting them next week. Clergy, Sound system, MC, and Marshall all need to be secured soon. Jim Devlin is still planning to set up some interviews with Veterans.

Publicity

Notices are on town website and Stoneham TV. Will be putting more articles in the newspaper in the next few weeks. We didn't get any volunteers from our previous newspaper request for help needed on parade day.

Action Items

Actions items were discussed that need to be researched and reported at the next meeting. They included contacting bands to confirm participation. Elementary schools have not responded yet with specific information on their programs. Contact Bob Sweeney for update on clergy. Discussed POW display in parade again. Mike Doucette is contacting the Rolling Thunder group about participation. Antique car club will be at Senior Center in May. Maureen will contact them for possible participation. Scouts have been in touch and are working on a list of participants for Gen Logans orders, carrying banners and wreath placing for us.

New Business :

Kevin Cantwell came back with information on the possibility of giving out walking sticks to veterans who march in our parades. We were given a cost of \$29.95 per stick but he will speak further with them for more of a discount for veterans. Committee voted to contact sponsors for this program in our town. Maureen will contact the Chamber of Commerce first. Kevin is looking into a structured set up of who will be eligible for a walking stick. Some category suggestions were stoneham vets in parade, non stoneham vets in parade, anyone who wants to purchase one for someone, committee members in good standing, with cost or no cost depending on each. Each veteran would need to show an ID and also his DD2-14 discharge papers. Sticks would have stickers for them for each year attending. Possible engraving of branch of service. Jim Lamb motioned to contact sponsors. Mike Doucette seconded it. Passed unanimously. We are hoping to get these out for this years parade. Maureen picked up the Styrofoam to make a new wreath for the monument in front of Town Hall and will make it in the next few weeks.

Adjourn:

Kevin Cantwell motions to adjourn. Jim Devlin seconds the motion. The motion passes unanimously. M. Buckley adjourns the meeting at 7:45 PM.

Respectfully submitted: Maureen Buckley - MDP

**The next Memorial Day Parade meeting is
on WEDNESDAY, April 16, 2014 at 6:30pm
2nd Floor Conference Room Town Hall**



MEMORIAL DAY PARADE COMMITTEE

Memorial Day Parade Committee Minutes April 23, 2014

Attendees: Maureen Buckley, Mike Doucette, Kevin Cantwell, James Lamb.
Motion by Kevin Cantwell to open meeting, Seconded by Jim Lamb. Chairman M Buckley calls the meeting to order at 6:40 PM.

Minutes from April 2, Meeting:

Motion by Jim Lamb to approve the minutes from the April 2, 2014 meeting subject to errors or omissions. Seconded by Mike Doucette. Motion passes unanimously.

Town Hall Ceremony and Speakers

We are still waiting to confirm Clergy, Sound system, MC, and Marshall all need to be secured soon. Maureen will be contacting the two essay winners to confirm speaking and speak to fire and police about Stoneham veterans. Waiting on Brian Johnston for sound confirmation.

Replies

Rolling Thunder group is not available (per Mike Doucette) but asked to be contacted again for next year. Stoneham Zoo has confirmed. Legion Honor Guard is all set. Waiting to hear from schools on Memorial Day Program date/times. Maureen will start calling those who have not responded yet by the April 23rd deadline. Melrose VFW Harold Young Post will be participating.

Publicity

Maureen will send out articles for the next 4 weeks to newspapers. We will be asking for volunteers for line up, veterans to march, show the parade line up, and an interview with the parade Marshal. We will try to expand where we are advertising the parade on line and put up more posters around town.

Grand Marshal

We are still working on interviews with veterans in selecting this year's parade marshal. We will be voting at our next meeting.

Action Items

Actions items were discussed that need to be researched and reported at the next meeting. They included Maureen will visit antique car club at Senior Center on May 17 to ask for participation. Waiting on replies from scouts for Gen Logans orders, carrying banners and wreath placing for us. Will try and locate walkie talkies used in previous parades. Request for parade line up help has not produced anyone yet. Will advertise again and ask some of our flag placers if they can help. Maureen will contact stoneham TV for ideas on getting our film camera above the crowd. Will contact DPW about a pickup truck availability. We will solicit a vehicle to carry veterans who cannot march in the parade.

New Business :

Kevin Cantwell updated us on the walking stick program. We have gotten a lower price for each stick. Maureen will contact a local printing business for ideas on costs for stickers and possibly a sponsor. Kevin will pick the sticks up in Maine to avoid the shipping costs. We will advertise in the newspapers, facebook, stoneham tv, the stoneham patch, and posters around town. Maureen will get a count of veterans who currently march in the parade, to decide how many walking sticks we will need to order for this first year roll out.

Adjourn:

Kevin Cantwell motions to adjourn. Jim Lamb seconds the motion. The motion passes unanimously. M. Buckley adjourns the meeting at 7:50 PM.

Respectfully submitted: Maureen Buckley - MDP

**The next Memorial Day Parade meeting is
on WEDNESDAY, May 7, 2014 at 6:30pm
2nd Floor Conference Room Town Hall**