

CEMETERY COMMISSION MINUTES FOR MARCH 14th, 2018 MEETING

The meeting was called to order @ 3:04pm.

Present: Mike Harpie, Susan Avellar, Lynne Martin, Dawn Walsh

Absent: Kurt Reynolds

Guests: Amy McGuiggan, Steve Wlodkowski, Jim Keefe, Thomas Steele, Kevan Spoor, Tom Osowski

Minutes from our last meeting were approved.

Our newest member, Dawn Walsh, was eagerly accepted.

There is currently \$391.81 in the Cemetery Gift Fund.

The main purpose of the March 14th meeting was to come up with a plan for the Patriot's Day Dedication Ceremony. The following items were discussed and agreed upon:

The time of the Ceremony will be from 11:00AM until 12:00PM on April 16th, 2018 @ the Winthrop Street Cemetery near the new flagpole.

Steve DPW – Meet w/ MPH and AMY M. to see if possible for DPW to raise/ temp repair Alexander Gross Stone. Ensure that Cemetery is beautiful prior to ceremony. Check and determine exact location for ceremony, chairs, speakers, etc.

Mike Harpie – Purchase 3 x 5 Colonial Flag. Be sure Tom Steele has it by Friday before ceremony. Contact Stop and Shop re: overflow parking. Contact Seashore Point, COA, etc. with programs and request their attendance. Cemetery booklets and signage / donation jar at table, confirm w/ Chief Golden that we may have (1) Police Detail Officer available at crosswalk of Shank Painter Rd for public safety.

Kevan Spoor, Honor Guard – Be sure he is updated on program after it has been finalized.

Tom Osowski – Was asked to get a price for 7 small wreaths. MPH to confirm w/ E. Verde @ Town funding requested by Cemetery Commission, not VFW/AM. Legion. HOWEVER, In lieu of wreaths, small Colonial flags may be used at markers and provided by Amy M.

Tom Steele – Will supply large wreath for Memorial Wreath and take charge for Honor Guard/Military participation.

Masons – Contact Wor. Myles Mackay to double check on # of chairs and if a table will be available. Offer extra bodies to do manual labor before / after ceremony.

Amy – Publicity, program drafts, biography handouts, small Colonial Flags to place at each marker (only available in new, not antiqued), confirmation of Julian Cyr participation, reach out to BOS Chair, Cheryl Andrews, tour of cemetery after ceremony, meet with Steve DPW and Mike H. at cemetery to assess fallen stones and possibility of up righting them.

Jim Keefe – Put together program?, possibly share Introductions at ceremony, calling Rev. Kate, confirming Mason's role @ ceremony (thank you to Jim Keefe and Masons for providing chairs and table and for their participation), continue to reach out to BOS Chair, Cheryl Andrews to confirm her availability and role.

Cemetery Commission Members – Will be available the day of ceremony to welcome, assist, receive donations, hand out literature and will be called upon to assist in any other ways needed.

Next Meeting will be Wednesday, April 4th in the Caucus Hall Conference Room @ 3:00pm. The program and Ceremony will be finalized at that meeting.

*Please note that since things are progressing daily, as of the date these Minutes have been submitted, some of the items above may have changed.

Respectfully,

Mike Harpie

Chair, Cemetery Commission