

TOWN OF COLCHESTER
Memorial Day Parade Committee Meeting
April 9, 2024 – 7:00pm
First Selectmen's Conference Room

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Gayle Furman
TOWN CLERK

Minutes

Members Present: Chairman D. Henderson, Members D. Johnson, T. O'Meara, J. Markham
N. Treacarten

Others Present: E. Holliday

1. CALL MEETING TO ORDER: Chairman Henderson called the meeting to order 7:10pm.

2. REVIEW PREVIOUS MINUTES: Minutes were reviewed

3. REVIEW TASKERS: Members reviewed the task list.

- Grand Marshall Mr. Miller - bio reviewed by members
D. Johnson MOVED to accept the Grand Marshall. T. O'Meara SECONDED. MOTION CARRIED 5:0.
- D. Henderson shared that A. Letendre (absent) will speak to proposed guest speaker soon.
- Program: D. Henderson confirmed program underway.
- Parade Applications: Reviewed application for parade participants received by First Selectman Office. T. Scott to send out more by mail.
- Flags: were ordered by T. O'Meara.
- PA systems: need to be tested.
- Flags for poles: members are tasked to go look at options and quality budget between \$30 -\$60. To purchase 30 of them.
- Help day of Parade: FS Office to follow up with PWD to see if someone hands on can help from PW this year.
 - E. Holliday will see if he can get additional for set up and during the parade.
 - D. Henderson to create a list of things they need help with.
 - D. Henderson proposed potential road guards for participant drop off.
 - T. O'Meara proposed putting someone with a radio stationed at the Pleasant street entrance.
- Budget: D. Henderson tasked the group to add more details to the budget for the next meeting.
- Parade Materials and support: members to see where decor is being stored and what condition it is in, bunting to go around the gazebo – T. Scott to follow up with PWD.
- Fly over: FS Office received the approval this week. E. Holliday to coordinate timeline with flight ops before and on the day of the parade. Approximately 1:00pm for flyover.
- Next meeting will be on 04.24.24 at 6:00pm at Town Hall.

4. MOTION FOR ADJOURNMENT:

D. Johnson MOVED to adjourn at 7:54pm. T. O'Meara SECONDED. MOTION CARRIED 5:0.

Respectfully submitted,

Taryn Scott, Executive Assistant to the First Selectman