



TOWN OF NEWTOWN

**Permanent Memorial Commission
Minutes
November 21, 2013 at 7:30PM
Municipal Center- Meeting Room #1**

**In Attendance: Commissioners: Bacon, Brunetti, Engel, Krauss, Kyprianou, Lyddy, Martin, Middleler, Pinto and VanWaalwijk
Staff: Anne Alzapiedi and Clerk Lynn Kovack**

Meeting called to order at 7:30PM

Public Participation: No members of the public were present

Approval of Minutes: Minutes from October 17, 2013 Approved, Minutes from October 30, 2013 approved as amended to include Commissioner Martin present at the meeting.

Meeting Calendar was approved with the exception of cancelling the Dec 12th meeting. (Comm Krauss motioned to accept and Comm Martin 2nd and all approved) Calendar Attached with minutes

Final Copy of Mission Statement was voted and accepted as follows:

The Mission of the Permanent Memorial Commission is to make a recommendation to the Board of Selectman for a Permanent Memorial that remembers, honors, and celebrate those 26 who were killed as a result of the Sandy Hook Elementary School and serves to provide comfort and hope to those who loved and were touched by them. (Comm Pinto motioned to accept with Comm Martin 2nd and all approved)

Anne went over Chairman's position so voting can be done: The Chairman will run the meeting, get agenda to Secretary to post and work with Secretary of the Commission.

Comm Middleler and Lyddy were nominated for Chairman and Comm Middleler and Martin were nominated for Vice Chairman.

Kyle Lyddy was voted as Chairman for the Permanent Memorial Commission. (Comm Engel motioned to accept with Comm Kyprianou 2nd motion and all approved)

Alan Martin was voted as Vice Chairman for the Permanent Memorial Commission. (Comm Engel motioned to accept with Comm Bacon 2nd motion and all approved)

Anne will talk to the Town Clerk Debbie Aurelia Halstead regarding the FOI rules and regulations. Anne will see if she can come and go over with these rules and regulations with the Commission and or have someone she can contact come in.

Anne also talked to Mr. Norwell about their meeting over the summer regarding a Memorial. They had a lengthy discussion about our Commission and what we are doing. He and Anne discussed presenting the Commission with work they have done so far. She also pointed out to him that it is ultimately the Commissions job to determine the Memorial.

Anne suggested New Chairman Commissioner Lyddy to reach out and introduce himself and establish a relationship.

Anne discussed the Draft/Structure with the Commission and how to go about it. The Commission will work on a schedule of duties/processes at the next meeting.

Anne will forward a link regarding Planning School Memorials to Lynn to forward to Commissioners to review. Comm Middleler also has a link for the Commission to review from The CT Chapter of the American Society of Landscape Architects. There is a short piece on little Sandy Hook park called the Glen.

Meeting was adjourned at 9:17PM