



## TOWN OF NEWTOWN

### Sandy Hook Permanent Memorial Commission

#### Minutes

October 9, 2014 @ 7:30PM

Municipal Center- Council Chambers

3 Primrose Street, Newtown

In Attendance: Commissioners Bacon, Brunetti, Burns, Engel, Krauss, Pavlidou Kyprianou, Lewis, Chairman Lyddy, Vice Chairman Martin, Middelmeer, Pinto and VanWaalwijk  
Staff: Lynn Kovack

Called to order at 7:33PM

Approval of Minutes- July 10, 2014 approved (M-Martin, 2-Krauss all approved)

Moment of Silence Sept 11<sup>th</sup>- Howard Lasher could not make tonight's meeting. Kyle will be meeting with him next week regarding a Memorial.

#### Public Participation:

Art Teacher Leslie Gunn and 6<sup>th</sup> Grader Ben Paley gave presentation on a proposed Memorial for the Town. Ben was a second grader on 12/14. He came up with this vision 2 days after 12/14. At that time he went to Miss Gunn and told her he wants to build a better world. He presented his blue prints which show the many elements he has envisioned for the memorial. It would have many things like a dove that represents life, a reflecting pool with Koi fish, hands, a globe, etc but each element has a very special meaning. He also used words like Harmony, peace, family, caring and strength to describe feelings he wants to reflect with his memorial. Commission thanked them for coming and told Ben it was a great Memorial and explained our process of research gathering. Scarlett Lewis told him she thought it was beautiful and she was touched by his presentation.

Lisa Barrett with Touched by Art and Jeff Duncan of Duncan garden & landscaping gave an update on her Sandy Hook Memorial Fountain. The base is cut and holes drilled for the lights/water. It has been delivered to O & G in Waterbury and the benches cut as well. Jeff will do permits and maintain fountain for life if accepted. Commission thanked her for the update and told her we are still in the research gathering phase but will keep her updated.

Richard Jones would like to be put on the agenda for the next meeting. He would like to do his presentation of a large Aerial park on a peace sign. We will add him to November agenda.

Kyle stated the Commission has been very busy setting up meeting and sub committees all summer and the next few months we will be working on the next Phases.

#### Updates on Phase I & Phase II Outreach

26 families- ongoing and up for discussion at any time

First Responders-

- CT State Police- Just got approval to send out the survey

- SHFD- October 31<sup>st</sup> deadline- They will consolidate their surveys and forward to us
- Newtown Police- October 31<sup>st</sup> deadline- Captain leaving open-ended and reminds staff daily at roll call
- EMS- Sharon McCarthy spoke to Mike and others and the consensus was to leave it up to the families and if they change their mind they will contact us

Sandy Hook Parents and Sandy Hook Teachers- Dan and Steffan have been working on setting up meetings and those dates are attached on our working document. They will continue to work closely with the parents and teachers through the process.

#### Survey Question Format and Approval

- Question 9 will become 9A and Question 10 will become 9B with the same box format the 9A has.
- Exclude questions 11 & 12
- Question 13 and 14 will become 13A and 13B with same format as 9A but with words from #13 used in boxes.
- Question 15 change the word “public” to “highly visible”
- Question 30 Change Newtown Borough to Newtown, remove Fairfield Hills and have box for Specific location within the Town of Newtown. This way they can write in their ideas.

Survey accepted and approved with above changes. Krauss (M) Martin (S) all approved

#### Confirm/Adapt formed Sub Committees

- Location- Ongoing with Rob Sibley
- School Outreach- ongoing with Steffan and Dan
- First responders outreach- ongoing with Joanne Brunetti
- Family Outreach- ongoing with Tricia, Brian, Joann. Scarlett, Agni and Sarah

\*\*\*See Attachment for breakdowns\*\*\*

#### Communication Update

- Website- Steffan continues to work on and will update regularly. Right now it is basic but enough information is up now
- Q & A's- Ongoing and will continue to reach out. See SHPMC working document attached
- Timeline of “If”- we have no timeline. We will take as long as it takes to make sure the right memorial is done for the Families and the Community

#### Meeting Calendar

Calendar for the 2015 meetings was accepted with the Cancellation of the December 2015 meeting  
K(M)M(A) all approved

Adjourned at 9:32PM

These minutes are subject to approval by the Commission.

Submitted by Lynn Kovack- Clerk

NEWTOWN MUNICIPAL CENTER  
3 PRIMROSE STREET  
NEWTOWN, CT 06470



## TOWN OF NEWTOWN

### PERMANENT MEMORIAL COMMISSION

#### 2015 Meeting Schedule

The **Permanent Memorial Commission** will hold meetings at 7:30 pm in the Council Chamber at Newtown Municipal Center, 3 Primrose Street, Newtown CT as follows:

#### **Remainder of 2014**

Thursday November 13  
Thursday December 11-Cancelled

#### **2015 Schedule**

Thursday January 8  
Thursday February 12  
Thursday March 12  
Thursday April 9  
Thursday May 14  
Thursday June 11  
Thursday July 9  
Thursday August 13  
Thursday September 10  
Thursday October 8  
Thursday November 12  
Thursday December 10- Cancelled  
Thursday January 14, 2016  
Thursday February 11, 2016

Sandy Hook Permanent Memorial Commission  
Working Document  
Thursday, October 9<sup>th</sup>, 2014

**Phase I & II Outreach Timeline**

Phase I – 26 Families - On-Going

Phase II – Emergency Services – October 31<sup>st</sup>

Phase II – SHES Staff Members

- Survey Open: 10/13 – 11/30
- In Person Collaboration: 10/27 & 11/3, 4:30PM – 6:30PM

Phase II

- Survey Open: 10/13 – 11/30
- In Person Collaboration: 10/30 & 11/12, 7PM – 9PM

\*\*Fran Pennarola will act as a moderator of the In Person Collaboration's in an effort to keep discussions on track. Fran is an Attorney who helped moderate previous sessions with town collaborations.

**Format of Collaborations**

I'd like to discuss how these forums will be run in an effort to create a comfortable setting and non-awkward, non-intimidating environment.

- Introduction to the Commission
- The Commission's charge
- Open Forum / Q&A

**Data Consolidation**

- December will be spent analyzing data, finding trends, consolidating information

**Phase III Outreach Timeline of Responses**

Phase III – Community at Large

- Survey Open: TBD (1/15/15 – 2/15/15)
- In Person Collaboration: TBD

## **Current Formed Sub Committees**

Lets align on current sub committees and the purpose of these groups. If you feel you can add value to a specific group, lets discuss that.

### **Location**

Members: Alan, Donna, Tricia

Purpose: To understand the inventory of land that may be made available to the Commission from the Town of Newtown and State of Connecticut.

### **SHES Staff & Parent Outreach**

Members: Dan, Steffan, Kyle

Purpose: To assure the partnership between the school district is one of collaboration and that there is a contact for parents and staff members.

### **Emergency Services Outreach:**

Members: Kyle, Joanne Brunetti

### **Family Outreach**

Members: Scarlett, Tricia, Brian, Joann Bacon, Sarah, Agni

Purpose: To act as a liaison between the 26 families to the Commission and to solicit information, keep all up to speed on progress and assure positive transparent conversations.

### **Communication**

Members: Kyle, Steffan

Purpose: To keep community members updated through website, social media channels and media outreach.

### **Discuss Sub-Committees Potentially Needed Moving Forward**

- For example – Fundraising, Community outreach, design, etc.