

PUBLIC CEREMONIES COMMITTEE
Council of Aging Conference Room
Wayland Town Building
41 Cochituate Road
Wayland, Mass 01778
October 26, 2016

- 1) The committee meeting was called to order at 7:00 P.M.
In attendance: Richard Turner (RT), Carl Bernardo (CB), George Bernard (GB), Steve Streeter (SS) & Dennis Berry (DB). Not Present: John Dyer (JD).
- 2) Public Comment: No Public Comment
- 3) Old Business Minutes from September 14, 2016 were reviewed and approved.
- 4) New Business:
 - Carl called Martin Cox in Holliston in October to discuss having military vehicles in the Memorial Day, 2017. However, Mr. Cox was not responsive and Carl will try again.
 - Veterans Day, November 11, 2016 at 11:00 A.M. Ceremony to take place at Veterans Memorial. RT to have Town of Wayland tent put up for event and sixty chairs set up by custodian. RT to notify and ask participation of Town Selectmen and possible State Senator or Representative. RT to take care of extension cord for electricity. RT to contact Wayland Town Crier for publication of event. RT to contact Boy Scouts to read names of fallen Wayland Veterans. RT to be Master of Ceremonies (MC). SS to set up speaker system for Veterans Day and take care of tarps if needed due to weather.
 - Committee authorized SS to spend up to \$100.00 for gooseneck microphone stand. SS to purchase stand before Veterans Day.
 - SS to check with Nan Balmer on who will put the flags up in Cochituate and Wayland Center prior to the Memorial Day, 2017 parade in November. The bucket truck used for putting the flags on telephone poles is being transferred from the fire department to DPW. There are 75 poles and flags put on utility poles for Memorial Day.
 - Route of Memorial Day parade in 2017 to be monitored due to construction at Rt. 30 and Rt. 27. Any road changes will be made in 2017.
 - The committee again suggested having subcommittees to address having different event procedures in writing should members leave and be replaced. This will allow for key milestones of events such as Memorial Day or the Freedom Prize to be in writing and be accessible to new members.
 - DB stated that even subcommittees are responsible to the open meeting law requirements. Therefore, a notice must be posted to the public if a subcommittee meeting is to take place. The committee agreed to this requirement.

- Potential subcommittees include: Freedom Prize, Memorial Day Parade, Veterans Day program, Lydia Childs Award, Applications/Parade directions for Memorial Day.
- GB stated that JD has yet to get back to him with a date to put in writing the steps involved in running the Freedom prize.
- Discussed plaques to be displayed at Town Hall for the Lydia Childs award and the Freedom Prize at Wayland High School with the name of the first-place finishers only. This requires further discussion.

Meeting adjourned at 8:40 P.M.

- The next WPCC meeting is scheduled for Wednesday, November 9, 7:00 P.M. at the Town building.

Respectfully submitted
George Bernard 11/2/2016