

Pursuant to a notice duly filed with the Town Clerk of Concord, a meeting of the Public Ceremonies and Celebrations Committee was held at the Harvey Wheeler Building, 1276 Main Street, on April 22, 2019.

ATTENDANCE: John Arena (Chair), Julissica Navarro-Norton, Rob Norton, and Tom Valle.

GUEST: David Bell.

Call to Order: The meeting was called to order at 6:09pm, a quorum being present.

1. The Committee reviewed and unanimously approved the minutes from the prior meetings held on April 1.
2. Old Business:
 - a. The Committee approved unanimously the following expenses
 - i. \$32.99 to Julissica Navarro-Norton for the purchase of a guest book for the Honored Citizen Ceremony.
 - ii. \$1000 to the Colonial Pipers for the Patriots Day Parade.
 - iii. \$1700 to Golden Bough productions, \$1200 for the Uncle Sam Ban and \$500 for the stilt walker for Patriots Day.
 - iv. \$1375 to the Boston Windjammers for the Patriots Day Parade.
 - v. \$113 to Wayside Florist for the Honored Citizen Ceremony.
 - vi. \$6000 to Trail's End for Patriots Day catering.
3. Current Planning:
 - a. The Committee reviewed Patriots Day. Turnout was lighter due to the weather. The ceremony was tight and the Committee discussed moving the Mourn Arms Ceremony back to earlier in the day, between the re-enactment and the arrival of the parade.

The Committee discussed adding a "not selfie" rule at the Bridge; the Committee could arrange for a photographer to take a photo of each unit which we could provide to them, making things faster and avoiding the delays we had there this year.

The Committee also discussed shortening up the script and descriptions of some of the units, which were rather lengthy.
 - b. Memorial Day – the Committee created the checklist and made assignments.
4. Public Comment – none.
5. The next meeting of the Committee will be held on Monday, May 13, 2019 at 6:00pm at Harvey Wheeler.
6. Meeting adjourned at 6:35pm.

Minutes Respectfully Submitted,
Tom Valle, Member