



Pursuant to a notice duly filed with the Town Clerk of Concord, an intermunicipal meeting for 2025 celebrations was held in the Goodwin Forum of the Concord Free Public Library, 129 Main Street, on June 1, 2023.

Attendees/Members Present – see attached list

Call to Order: The meeting was called to order at 6:35 PM.

- 1) Henry Dane opened the meeting by leading in the Pledge of Allegiance and offered remarks to unite attendees in our collective 2025 planning efforts. He stressed the importance and focus on transportation needs, a joint calendar of events, and work needed on detailed choreography and logistics of events.
- 2) Suzie Barry from Lexington Select Board shared a draft calendar and presented the town's plan to present a final schedule to their Select Board no later than July.
- 3) Simone Monteleone, MMNPS Superintendent, shared remarks on National Park updates, and reinforced that Battle Road will be held on April 19th as in previous years.
- 4) Six working groups began discussions which resulted in one member from each group presenting a brief report with all attendees at the conclusion.

a) Police/Fire/Public Works

- i) Work collectively on a single EAP
- ii) 1975 events led to lack of coordination resulting in hazards and parking challenges
- iii) Fire service and public works are most skilled at coordinating EAP's
- iv) Command post will be utilized – Hanscom is ideal as a central command.
- v) Concerns for political protests, traffic and dignitary protection
- vi) MEMA is available (Kurt Swartz) and needs more information such as dates/times of events. Their engagement Friday night thru Sunday will be needed for the parade weekend.
- vii) Need to identify which roads will be closed, length of shifts (12 hours?), state police presence.
- viii) Need to identify unified command to address transportation
- ix) When will Emerson Hospital become actively involved in planning?
- x) CFD will have four ambulances available by 2025
- xi) For communications – First net? Hamm operators? Cert team? Look at past plans for golf tournament.
- xii) MBTA involvement – transit police?
- xiii) Crucial focuses are getting people trained, identifying stakeholders, fire resources, police resources and public works. There should be one plan to cover all the resources.
- xiv) Contact NEMLEC

b) Events/Parade

- i) Keeping parades on Saturday is key – logistically it would be impossible for public safety support to manage both large parades plus the Marathon if all events were on Monday. Assets are historically committed to the Marathon.
- ii) Collaborate on invite lists – many units will participate in both parades.
- iii) Lexington plans to invite sitting president. Need to coordinate on timing if both towns end up having the same dignitary.
- iv) What will experience be like for the visitor? How do we plan in a thoughtful manner?
- v) Identify a premier event in each town to help highlight a “must do” in each community.
- vi) How do we want visitors to feel walking away from the events of Saturday, April 19th?
- vii) Present a joint guide/planner of options to help the spectator make the most of the day.

- viii) Transportation options will play a major role in enhancing the visitor's experience (MBTA leadership should be contacted. Shutting down Lexington Rd. to 2A at Old Mass Ave except for bus transportation).
 - ix) 2024 should be a dress rehearsal to identify what works and what does not, ahead of 2025.
- c) Select Board/Planning Staff
- i) Concerns – Finances (funding on local, state and federal level as well as private fundraising)
 - ii) Transportation – how do we move people around? Parking?
 - iii) Need to leverage relationships with Sarah Stanton under the Secretary at Mass. Office of Transportation & Tourism, along with state house delegations and federal elected representatives.
 - iv) Town Manager get together and check ins will be planned.
- d) Economic/Finance
- i) Need to keep pressure on state government folks for fundraising
 - ii) Encourage town to fix the schedule – affects fundraising, budgeting, transportation.
 - iii) Coordinating fundraising – so no stepping on toes
 - iv) Look where appropriate to have cross promotion and joint fundraising initiatives (town, state, private, foundations)
 - v) May consider having help from professional fundraising company
 - vi) Licensing of logo, cobranding
 - vii) Need to push the economic value of increased foot traffic, people influx
 - viii) Also discussed other non-Pats day weekend events to encourage economic development year round
 - ix) How to bring in local businesses that are not in the center of town
 - x) Need to coordinate with MOTT (for state tourism)
- e) Communications/Outreach
- i) Internal & External collaborative communication tools and calendar
 - ii) Press relations needs/shared resources
 - iii) Identifying media partners with regional and national outreach
 - iv) Cellular service is critical
 - v) Expand access through virtual communications, programs and coverage
 - vi) Crisis communication options in case of emergency?
 - vii) Development of an app to guide visitors and inform of events/updates?
- f) History/Education
- i) History reps from Arlington & Concord focused on discussing events, such as a speaker series of 2024-2025, that will precede the event weekend of April 19th.
- 5) Following group reports, Henry led in the discussion of the next intermunicipal meeting, which is scheduled for September 14, 2023 at 6:30 pm.

Minutes/Notes respectfully submitted,
 John Arena III
 2025 Executive Committee Secretary