

**CHELMSFORD PARADE COMMITTEE
MEETING MINUTES
FEBURARY 6, 2023 – TUESDAY
HELD AT THE CHELMSFORD TOWN OFFICES**

Present: Candy Chase, Sam Chase, Paul Cohen, Jeff Hardy, Paige Gilet, Eric Linstad, Chuck Marcella, Lynn Marcella, Kirk Marshall, Brian Reidy and Karen Reidy

The Meeting was Called to Order by Jeff at 7:00 PM.

Minutes: Motion by Sam, Seconded by Brian to accept the meeting minutes of January 10, 2023. All in favor.

Treasurer's Report: Eric reported for Rick that only change from last meeting was a check for \$900.00 was received from Christopher's Towing for a Summer and Winter Banner. Motion by Chuck, seconded by Brian to accept the Treasurer's Report. All in favor.

Committee Member Resignation: We regretfully accept the resignation of Debbie Haywood from the Committee. She has been doing quite a bit substitute teaching and her duties of President of the Chelmsford Rotary Club is limiting the time she has for more activities. We appreciate the time and her efforts on behalf of the Parade Committee!

Debbie was a signer on the Bank Accounts. Candy Chase will go see Rick Romano and work out the details to have her become the new signer on the accounts.

Summer Banner Design: Paige and her design team at Red Mill Graphics are working on some designs for the Summer Banner. She will bring them to the March 14th meeting.

Bands and Other Groups: Thanks to Brian who has sent out information to 84 different groups! They are starting to come in and some of those who have replied include: Shriners (Mini Tractor Trailers), Hannafords, KJR Twirlers (Suburbanettes), Sterling, Boy Scout Troop 81, Girl Scouts, Michael Vincent Band, Acton Minute Men, Hoops (Healthy and Blessed), Chelmsford Minutemen, Spartans, Joe Demers (vehicles), Rick Larrimore, Patriot's Cheerleaders and Pat Patriot, Chelmsford Community Band, North Shore Pipe Band, Lexington Minutemen, CYBL, Sons of Italy – sure more to come!

Cars and Car Clubs: Eric would like to manage cars again this year and set it up differently. Sam will get out to some of the car shows and talk to the club members. Need to reiterate that we use them as spacers and cannot all go together. Jeff will follow-up with Christopher about possibly having John McKennedy and his award winning race car in the parade.

Sponsors: Lynn will update sponsor applications and bring to March meeting for final review before sending out. Will also put it in the CBA newsletter along with Banner application.

Volunteers: Jeff spoke with Jay Lang and he will be helping us with volunteers this year.

Concert on the Common: Eric has everything under control! Stage is all set – will be \$700.00; Band all set – will be \$3,000.00 including sound system. The name is “Xtine and the Intents”. Will work with Jason to get the Concert and Parade Permit. Working on Food Trucks and has left a message with Party Palace.

Meeting Hospitality: Candy and Sam will take care of this. Next meeting will be at The Establishment in one of their meeting rooms. Paige will contact them to reserve a room.

Duck Boats: Paige will check into this to see if possibly one could come for the parade!

Floats and Safety: Discussion on floats and safety. Will need to work with Jason on this. Possibly have some kind of Barricade as floats are leaving school. Very difficult and dangerous area with children. Major problem is groups tossing candy and children running for it. Need to enforce No Candy and No Water guns. Possibly have a document that they need to sign before being in parade. Also possibly have a Police Officer inspect each float to be sure nothing on board. This is a tough thing, but also can be very dangerous and accidents have happened in other communities.

Parade Marshal and Home Town Hero: A Parade Marshal has been chosen – Sam will contact the person to see acceptable. Also a Hometown Hero has been chosen – Brian will contact the person to see if acceptable.

Select Board Meeting Announcements: Plan on going to Select Board Meeting in early May to discuss and promote parade. Can also announce the Parade Marshal and Home Town Hero at that meeting.

Ethics Test: Reminder that we all need to do the Ethics Test. Go to the Town Clerk web site to get the information to do this.

Adjournment: Motion by Sam, seconded by Chuck to adjourn the meeting at 8:15 PM. All in favor.

Respectfully submitted,
Lynn M. Marcella
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