

**CHELMSFORD PARADE COMMITTEE
MEETING MINUTES
HELD AT THE CCA - MAY 9, 2023**

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

Meeting Minutes: Lynn Marcella Motion by Kirk, seconded by Sam to accept the meeting minutes of April 18, 2023. All in favor.

Treasurer's Report: Rick Romano

See report for details. Rick reported that checks are coming in for banners and sponsorships. He feels we will collect enough to pay all parade expenses without touching CD's. He is working with the banks – Enterprise, Lowell Five and Northern – to get better rates of some of the CD's that are maturing. Motion by Sam, seconded by Brian to accept the Treasurer's Report. All in favor.

Chelmsford Police Department: Jason Poor

- Jason brought the Bridge Permit from the state, which allows us to close down the ramp on Route 495 to North Road to traffic. He has already given us the Parade Permit from Town.
- More discussion about concern about corner at McCarthy where groups come out. Jason feels he can have officers there to be sure there are not any issues. Can discuss details again if need be.
- Have a document for people to sign as they check in regarding no water guns and no throwing of candy. It would not be just for floats as other groups of walkers, etc. do toss things out to the crowd. Lynn will put a sheet together that we can review at next meeting, just a half page saying they agree not to throw items at the crowd, can hand out. This can be given out the day of the parade. WE can also put this on Facebook page and also on Police Department page.
- The committee would like to do a banner "In Memory of Officer Timothy Bourke". Jason will check with his family and let us know.

Summer Banners: Paige Gilet

Numbers are still low. Reviewed list and everyone is going to check on ones they are responsible for. Deadline was May 1st and it is a big time issue for Paige and crew to get them done so they can be hung in time for Memorial Day. Please follow up and get information to Paige ASAP.

Politicians: Candy Chase

This is not an election year so will not have many in attendance. At this time Rodney Elliott would like to join with a float; Vanna Howard said yes; Mike Barrett is a possibility. Candy will update us at next meeting on anything new.

Parade Marshal: Sam Chase

Sam reports all set this Parade Marshal and car for him. Will need to know about signage as we don't think we will be able to put a magnet on "The Raven"!

Properties: Will need to coordinate with Paul Hardy about what we need to get at his place for parade. Also be sure golf cart is all set to go. Thanks again to the Hardy's for use of their place for storage and all they do! We have missed them at a few meetings, but understandable for how busy they are! Thanks, Paul and Jen!!

Bands: Brian Reidy and Rick Romano

Brian and Rick reported that we have a good number of bands for the parade! There are three groups coming from Canada. One will need housing and Rick has taken care of that with the School Department. They will put together a list for us for the next meeting. Brian will check on Pat Patriot to see if he and a couple of Cheerleaders are reserved.

Sponsorships: Karen Reidy

Karen reported that we have a great group of sponsors. We also have several new ones this year! She will put a list together for us for next meeting. We need to be sure we get all names on banner sign for reviewing stand and reminder we need to put Hunnewell Foundation on banner even though they will not have a banner in parade.

Meeting Meals: Candy Chase

Candy ordered the food from Zesty this time – was very good! They have been sponsoring banners so it is good to order from them!

Sponsorship Adjustments: For next year we need to revise the sponsorship perks. It is a big confusing, especially the “pole banner” and “parade banner” issue.

E-mail Change: Decided it would be good to go to G-mail for our email, another adjustment for next year!

Old Banner Returns: Chuck has most of the “old banners” returned to sponsors. Winter ones will be coming down soon so those will need to be returned.

Meeting Schedule:

May 23, 2023

June 13, 2023

June 27, 2023

Line-up meeting: Can we do it on June 27?

July 2, 2023 – Sunday – Concert on the Common

July 3, 2023 – Monday – Country Fair

July 4, 2023 – Tuesday – PARADE DAY!!

Meeting adjourned at 8:10 PM.

Respectfully submitted,
Lynn M. Marcella
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