

**CHELMSFORD PARADE COMMITTEE  
MEETING MINUTES  
Tuesday, May 17, 2022  
Held at the Chelmsford Center for the Arts**

**Present:** Candy Chase, Paul Cohen, Jeff Hardy, Debbie Haywood, Eric Linstad, Chuck Marcella, Lynn Marcella, Jason Poor, Brian Reidy, Karen Reidy and Rick Romano

The meeting was called to order by Jeff Hardy at 7:00 PM.

**Meeting Minutes:** Motion by Debbie, seconded by Rick to accept the meeting Minutes of May 3, 2022. All in Favor.

**Treasurer's Report:** See report presented by Rick Romano.

We are in very good shape – money is back up to where we were a few years ago.

We should be getting sponsor, banner and politician money in soon.

We will have significant money to pay out for bands, concert, etc., but all is good.

Motion by Chuck, seconded by Brian to accept the Treasurer's Report. All in favor.

**Summer Banners:** Reviewed list of what we have received and added a few more that we knew were coming in. Need to be sure banners are made for our sponsors who are to get one according to their sponsorship level. Jeff and Brian will follow-up with Paige at Red Mill Graphics to see where we are in production. Not sure they will be hung on Sunday. Will definitely need DPW to hang Drum Hill banners (not too many) and Jeff requested Paul check with them to see if they would be able to hang others. Jeff said he could work with them to be sure banners are placed where requested, especially in the Center.

**Sponsors:** Karen will keep track of sponsors and be sure they get what they should according to level they signed up for. The following is what we have to date:

**Premium:**

Blake Chelmsford Funeral Home

Enterprise Bank

**Red:**

Dolan Funeral Home

Lowell Five

**White:**

Chelmsford Business Association

Sterling

**Blue:**

C.A. Parlee Farm

Chelmsford Lumber

Worthington

**Bands:** Brian reports the following “domestic” bands/groups have signed up to date:

Chelmsford Community Band - \$2,200.00

Chelmsford Minutemen - \$1,000.00

Acton Minutemen - \$

Concord Minutemen - \$

Spartans - \$

Rick Larrimore - \$1,000.00

IPODS for Veterans - \$400.00

Shriners (mini Tractor Trailers) - \$1,500.00

Suburbanettes - \$400.00

Chelmsford High School Band - \$

Hot Tamale Band - \$1,500.00

Pat Patriot - \$800.00

Collinge Foundation - \$6,000.00 (includes Ferreira’s for Transportation)

**Web Site:** Reminder to check it out for information and to see if anything needs to be changed.

Please continue to send any applications to Lynn so they can be in book.

(Note: Blue Sponsor level – change to \$1,000.00)

**E-Mail:** Jeff and Debbie to check on a regular basis. Please send any applications to Lynn ASAP so they can be in book.

**Post Office Box:** Rick is checking on a regular basis and depositing checks and sending Lynn any applications.

**Parade Marshal:** Charlie Zaher will be riding in a vehicle – not on a tractor.

**Concert on the Common:** Eric has everything pretty much all set. Band will be \$3,000.00. Have stage that has lighting and sound system. Stage is \$700.00. Jeff will check with Brickhouse to see if they want to be Concert sponsor and pay for stage. The stage will then go over to Brickhouse for next evening. Jeff will also ask if Brickhouse would like to set up a table and tent to sell pizza during concert. Brian will check with his son to see if he wants to bring his food truck down. Rick contacted Paul Hardy and he said his friend would bring one of his ice cream trucks down to sell ice cream. Eric will let us know what he needs help with. Should have one of our tents set up and a table in case people have questions about parade. Tent can then be moved to beside reviewing stand to have there for Parade where we won’t be participating on the night before.

**Politicians:** So far we have received a check from Vivian Birchall who is running for State Rep. Candy is following up with all of them to see who else will be coming.

**Applications for Veterans, Floats, Vehicles, Marchers are starting to come in!**

**Business sponsors:** Karen will contact businesses who have sent in applications to be in parade to let them know they need to be some type of sponsor – even a banner. We just can't allow businesses to be in just have their vehicles in parade advertising unless they sponsor like other businesses. They could build a float, that would be acceptable as long as not just advertising by putting vehicles in.

**Collings Foundation Tanks:** As noted above they will be there with two tanks and Ferreira's will be doing the transportation. Brian will update us on any changes.

**Police Department:** Jason reviewed items to date and will let us know if there is anything else we should be aware of. Should be all set for concert and shut down of necessary roads during concert (Academy and part of North from Fletcher to CCA). Also will be OK for Tanks to be parked at Police Department day before until parade. Will be OK for Pat Patriot to park near police department and use area to change into his Pat costume.

**Volunteers:** Debbie is securing volunteers to carry banners – hope to have a count soon as to how many we need.

**Shirts for Committee and Volunteers:** Rick is working on getting tie-dyed (red, white and blue) t-shirts for committee and volunteers.

**Golf Carts for McCarthy:** Paul C. is checking into this for us.

**Our Golf Cart:** Paul H. will have it checked out and ready for parade.

**Post Parade Lunch:** Debbie has not received any reply from 110 Grill. Will discuss next meeting to decide what we should plan on doing.

**Next Meeting Dates and Place:**

May 31, 2022 @ 6:30 PM at the CCA

June 14, 2022 @ 6:30 PM at the CCA

June 28, 2022 @ 6:30 PM at the CCA – Line-up

July 2, 2022 @ TBD – Decorate Reviewing Stand

July 2, 2022 @ 6:00 – 8:00 PM – Concert on the Common

July 3, 2022 – Country Fair

July 4, 2022 – PARADE!!

Respectfully submitted,

*Lynn M. Marcella*

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