

CHELMSFORD PARADE COMMITTEE
MEETING MINUTES
JUNE 13, 2023 – 6:30 PM
CHELMSFORD CENTER FOR THE ARTS, CHELMSFORD, MA

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

Guests from Chelmsford Fire Department: Mike Donaghue and Ryan Houle

Guests from Chelmsford Telemedia: Kelly Beaty, Tom Peterson and Hailey

Call to Order: Jeff called the meeting to order at 6:40 PM.

Meeting Minutes: Minutes from meeting of May 23, 2023 not available yet. Will send to committee and have at next meeting on June 27.

Treasurer's Report: Rick Romano unable to attend, but sent report along. Not much changed since last meeting. Banner and sponsor money coming in.

Police Department: Jason reported dumpsters will be placed at common area and at CCA. They will be covering barrels. There will be a canopy and chairs on the lawn of the CCA as usual for seniors. Reviewing stand will be set up on Friday before parade. McCarthy issues all set. Permits are in place. Chief Spinney will be in lead car and will be our Hometown Hero. Paige will have car magnets made for the Chief's car. Banner in memory of Officer Timothy Bourke looks great in front of CCA. United is bringing Porta Potties. Christina Bruce in Paul's office is coordinating them. Lynn will call Christina to be sure to have 2 regular and 2 handi-capped placed at Choice Fitness.

Fire Department: Mike Donaghue and Ryan Houle were at meeting to review Life Safety Planning for parade. There must be a fire extinguisher on any float trucks. Ryan will send a list of what floats and trucks need to know or can't do. He will send to Lynn and Paige will put on web site. Jason can also put on police site of do's and don'ts.

Concert on the Common: Food trucks need food vendor permits. It is an annual permit that most have.

National Anthem Singing: Captain Koutsoofis from the Chelmsford Fire Department will be singing at the flag raising. Officer Kenny Meehan will be singing at the start of the parade.

Chelmsford Telemedia: Tom Peterson, Kelly Beatie and Hailey were in attendance at the meeting. They will be setting up on Sunday. Hailey will work on spreadsheet to try to help with order of parade.

There were issues with cars and announcers ability to identify them. Chuck puts numbers on windshields so that should help.

Road Race winners need to be identified so Telemedia can put their names on the screen. Should not be too difficult as there are only two. As usual will do interviews with Bob Sullivan on reviewing stand once available.

Telemedia has requested road to be closed from Fletcher Street to Flag Pole in center, across from CCA until everything is cleaned up. Too difficult and dangerous with cars passing.

Kelly thought it would be nice to have someone read the Declaration of Independence on the stairs of the CCA as a filler, he will work on getting someone.

John Carson generally runs the road race, so we will need help from Police Department to get him from center back to McCarthy after race. Jason said should not be a problem.

Lynn will send "The Book" to Telemedia and Kelly as soon as ready. As we all know applications come in right up until the last minute. Will try to get to them by Friday before parade.

Banners: Paige reported we have 65 banners! 44 in the Center, 14 at Drum Hill and 8 in Vinal Square. May get more orders once people see them. Great job everyone! They look Fabulous!!

New Bands: Brian has contacted a woman named Lucille who puts groups together for Wakefield Parade. She has put together a group of different bands that we decided we would hire. The groups are as follows:

Mariache Band - \$3,000 – needs a truck/trailer

Latin Dancers - \$3,000 – needs a truck/trailer

Lost Sugar Kings - \$3,000 – needs a truck/trailer

Chinese Lion Dancers - \$3,000 – needs a truck/trailer

Trend in Motion - \$2,000

Spirit of Africa - \$2,500

Total is \$17,500 – approved by members in attendance.

Will give us some new and different entertainment and also because we have more sponsors we need more groups for them.

Brian will contact Lucille and ask if the groups that need trucks/trailers could get their own that would be a big help. We could offer to compensation them if they do that. Getting difficult for us to get so many trucks and trailers.

Need to "advertise/promote" these new groups on Facebook. Paige will try to get that done.

Antique/Classic Cars: Sam has been promoting them and hope to get some to register in advance. Many will just show up the day of parade. Sam will be the last car in the parade and can help with identification of cars.

Volunteers: Jeff still working on getting volunteers to carry banners.

Politicians: Candy reported that Lori Trahan will be there; Mike Barrett may be there; no word from Jim Arciero; Rodney Elliott will be there with a float; Vanna Howard will be there; Robert Kennedy unsure, not sure they want to pay.

Filming of Parade: Jeff thought it would be nice to have Amanda L'Hussier broadcast and film parade for CBA show. He will chat with her.

Floats and Marching Groups: Applications still coming in. Paige sending to Lynn to add to list and for "The Book".

Sponsors: Karen is confirming list and levels to have sign for reviewing stand made. Banner carriers are needed and she will ask sponsors if they can provide when she goes to do check presentation pictures. We have a good amount of sponsors this year!

Signs and Banners Needed for Parade: Chuck will be contacting Paul Hardy to see when would be good to go over and see what we need. Will also look at getting rid of items we don't need any more.

Will be needing tables and chairs and tents for day of parade for McCarthy and Center. A couple of us also have tables and chairs if needed. A couple of the bands need chairs for their trailer. Will need to figure out what is needed at next meeting.

Golf Carts: Paul C. will get 4 from Country Club plus will have our 57 Chevy. Need to check with Paul H. to see if Chevy is all set to go.

Reviewing Stand Decorating: Need bunting, etc. to decorate. Chuck will go over and see what is there and pick up. Bunting might need to be cleaned and pressed. Lynn will look at it and bring to a dry cleaner to take care of it. Suggested decorating reviewing stand before the Concert on the Common.

Concert on the Common: Eric not available to be at this meeting but everything is all set! Jeff discussed another band to open for our head-liner. He will check with Michael Vincent Band to see if available. We will need to pay for some of the items as Brickhouse not available to this year.

Parade Marshal: John and Linda Carson all set. Lynn has their bio. Will be riding in The Raven provided and driven by Joe Germann.

Hometown Hero: Retired Chief Spinney will be our Hometown Hero. Paige will have magnets made for the car he will be riding in. It will be the lead cruiser and his granddaughter will be riding with him.

The Paul Center: Brian reported they are excited to be participating and they will be riding in a hay wagon with a tractor. Should have a sign/banner to identify them.

Post Parade Luncheon: Paige has arranged for luncheon at The Establishment.

Final Meeting: The final meeting will be held on June 27, 2023 at Paige's home at 25 Grandview Drive at 6:00 PM. Please not earlier time! There will be a lot to confirm and double check at this meeting and we will also be doing the line-up at this meeting. Need everyone to be there and lend a hand!

July 2, 2023 – Sunday: Reviewing Stand Decorating and Concert on the Common

July 3, 2023 – Monday: Country Fair and Chelmsford Art Society Art Show

July 4, 2023 – Tuesday: John Carson Memorial Road Race and PARADE!!

Meeting adjourned at 8:45 PM.

Respectfully submitted,
Lynn M. Marcella
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Secretary