

## **MINUTES – WAYLAND PUBLIC CEREMONIES COMMITTEE**

**Tuesday, October 27, 2020**

**Note: In compliance with the March 12, 2020 Massachusetts Office of the Governor’s Order Suspending Certain Provisions of the Open Meeting Law M.G.L. Chapter 30A, Section 20, this meeting of the Public Ceremonies Committee was livestreamed on local broadcast on the WayCAM Government Channel and open to the public to view and participate via Zoom. No in-person attendance of members of the public was permitted. Public Comment was available by both telephone and Zoom during the time designated for Public Comment.**

A meeting of the Public Ceremonies Committee was held at 6:00pm on Tuesday, October 27, 2020.

### **Present:**

Richard Turner (Chair)  
George Bernard  
Rod McLean  
Donna Bouchard

All members participated remotely by tele-video conferencing via Zoom and WayCAM.

### **1. Meeting Called to Order**

The meeting was called to order by Richard Turner (Chair) at 6:15pm. The Chair announced each Committee member who was participating remotely by full name. The Chair also noted that in compliance with revised Open Meeting Law requirements, the meeting would be broadcast live and recorded for later broadcast by WayCAM. The Chair announced a phone number for the public to call to offer comments and reviewed for the public how to participate via a virtual ‘hand-raise’ in Zoom.

Member George Bernard was unable to participate through Zoom at his home and joined the meeting at Richard’s home.

### **2. Public Comment**

Dennis Berry commented that he planned to find and appoint a fifth member to the committee. He provided his contact information for anyone interested in serving or any recommendations.

### **3. Reading of Correspondence and Approval of Minutes from Previous Meeting**

There was no correspondence. The draft minutes from the Committee’s September 23, 2020 meeting were unanimously approved as submitted. Donna made the motion, seconded by Rod.

### **4. Old Business**

#### **Veterans Day Program**

The committee reconfirmed that the Veterans Day Program would be held at 11:00am – outside, at Wayland’s Veterans Memorial (Town Building) – on November 11, 2020. Richard read Governor Baker’s COVID-19 order for lower risk communities. 100 attendees were permitted to gather, provided they comply with the mask and social distancing requirements. The committee agreed to monitor the situation should the order status change.

Richard reported that he had met with the American Legion concerning the program and noted that all plans – including a color guard, buglers, a rifle salute, speakers, etc. – would proceed as scheduled. Donna agreed to write up the details of the live event and submit it to the press. She also agreed to contact Tori Gitten to perform the National Anthem.

Richard noted that he would work with the town administrator on the COVID protocols and contact the town facilities department to set up chairs in compliance with social distancing. Richard also updated the committee on the planned guest speaker – LT Col USAF RET, Michael Patterson – as well as town and state government officials who would be invited to attend the program. George and Rod coordinated to arrive early and set up the PA system. George also agreed to book a pastor for the ceremony.

## **5. New Business**

### **Gossels Portrait Repair Update**

Richard reported that the portrait for the C. Peter R. Gossels memorial award – at the town building – was repaired by the Gossels family and rehung.

### **Fiscal Year 2021-2022 Public Ceremonies Committee Proposed Budget**

The committee discussed its proposed budget allocation for the new fiscal year (2021/2022). Richard agreed to work with Town's Finance Director, Brian Keveny, on a line-item list of previous year expenditures from MUNIS so the committee could more accurately budget for the new fiscal year. The committee also discussed whether a tent should be purchased to support future events. The speaker system was also considered.

Donna asked whether the committee could budget for a luncheon to honor our veterans next year. George noted the picture installment of all veterans hanging in Marlborough and suggested that something similar would be a nice addition for Wayland to consider. The committee agreed to discuss any unfunded initiatives at its next meeting.

### **2021 Memorial Day Parade and Ceremony - Logistics and Planning**

Richard noted that he would speak with Wayland High School social studies and business department head, Kevin Delaney, about speaking at the Memorial Day ceremony. Richard also noted the plan to name Kevin Delaney as Grand Marshall for the 2021 Memorial Day Parade. Richard then discussed a vintage 1978 police cruiser for the parade. The committee agreed to continue discussions of the Memorial Day events at its next meeting.

## **6. Committee Members Concerns and Updates**

The Committee agreed to discuss the Lydia Maria Child award and Gossels award at its next meeting.

## **7. Topics Not Anticipated by the Chair 48 Hours Prior to the Meeting**

No topics were discussed.

## **8. Set Next Meeting Date**

The Committee deferred to the Chair to set the date of the next meeting, due to scheduling limitation through Zoom, for January.

## **9. Adjournment**

Upon a motion duly made by Donna Bouchard, seconded by Rod McLean, the Committee voted unanimously (4-0) to adjourn at 7:00pm.

### **Corresponding Documents:**

- Draft meeting minutes dated September 23, 2020.

Submitted by Donna Bouchard

Approved by Four to Zero vote and One Abstention.

Date January 20 2021

