

**PUBLIC CEREMONIES COMMITTEE**  
**Minutes of meeting on September 13, 2017**

- 1) The committee meeting was called to order at 7:00 p.m.  
In attendance: Richard Turner (RT), George Bernard (GB), Carl Bernardo (CB) and John Dyer (JD) and Stephen Streeter (SS). Not Present: Dennis Berry (DB)
- 2) Public Comment: No Public Comment
- 3) Old Business: Reviewed minutes from June 14, 2017.
  - There was a review of the Memorial Day parade and program on Monday, May 29, 2017. The following issues were discussed in anticipation for next year's program:
  - The video taping of the Memorial Day event did not go well. For all related WPCC events in the future, WAYCAM must test the cameras one day in advance of the event and have an experienced person as the cameraman.
  - Richard as MC of any event will no longer flip through the 3 ring binder but will print out pages that apply to the particular event and put them in order.
  - Purple Heart signs are now installed at each road that enters Wayland. Signs came out looking excellent.
  - The Town of Wayland has installed an electrical outlet outside the town building near the Wayland Veterans Memorial. This will make it much easier to find an electrical source for the outdoors Veterans Day November 11 program.

New Business

Veterans Day Preparation

- RT has received liability of waiver form from Town of Wayland and given it to the church administrator at TCC for the Veterans Day event.
- Speaker is CPT Steven T. Kinney US Army
- Wording for Veterans Day program will be a two-part program. The first part will be a one hour indoor program at TCC and will then continue at the Wayland Veterans Memorial next door.
- Time of two-part program. Indoor program starts at 10:00 AM and outdoor program starts at 12:00 (noon).
- Uniform for programs is "Dress Blues" for all military personnel.

- RT to check on Girl Scouts of America folding American flag. The 4' X 6' flag will be folded by six senior Girl Scouts. Wording accompanying each fold will be done by GSA. Training will be led by female military personnel from Natick Soldier Systems Center (NSSC). GB to check on NSSC soldier trainer.
- RT to check on having Wayland Buzz interview RT and SS for the Veterans program in October.
- RT to have Veterans program details put in Wayland Town Crier for three weeks prior to November 11.
- RT And GB to meet with new Wayland Superintendent of Schools and let him know about Wayland student and teacher involvement in Veterans Day program.
- GB to check with Chaplain MAJ Woodford involvement in Veterans Day program.

#### Other Business

- CB to start working on finding military vehicles for Memorial Day 2018.
- Bucket truck has been fixed and American flags to be taken off flag poles after Veterans Day.
- Purple Heart sign bill of \$383.25 has been paid out of WPCC funds.
- Tool for securing sign bracket to stanchions and fasteners is \$194.00
- RT and SS to check with Nan Balmer for storage place for two WPCC speakers.
- RT to take care of annual report of WPCC for the year 2017.
- Next meeting is Wednesday October 11.
- Meeting for November is Wednesday November 8.

Meeting adjourned at 8:45 P.M.

Respectfully submitted  
George Bernard 9/30/2017