

Andover Memorial Day Committee
April 14, 2016 Special Meeting
Old Fire House 7:00 p.m.
Minutes

Present: John McCall, Karin Denley, and Joan Foran

Chairman John McCall called the meeting to order at 7:10 p.m.

The March 28th minutes were approved, with the time of adjournment at 7:24 p.m., by unanimous consent.

Member reviewed the task list and responsibilities.

- Joan reported that Dr. Sally Doyen, Superintendent of Andover School District, has agreed to be the guest speaker;
A short bio from her will be requested to be read by John at the ceremonies;
- Wayne has procured a PA system and the chairs;
- Karin will have the post cards printed and mailed to our Town veterans;
- Cecelia Tamburro will be our singer;
- Karin will contact the Brownie and Cub Scout leaders;
- John will contact Ray Kostulias for the blessing;
- Joan placed the flyers at various locations around Town and will place notices in the local papers;
- The Board of Selectmen members will be invited and confirmation of attendance will be requested;
- Traffic control and closing of Route 316 will be coordinated;
- The CERT Team will also be asked to help with traffic control on Route 316 near Lake Road;
- The senior hay wagon and van will participate in the parade.

Joan Foran was appointed a member of the Committee by unanimous consent.

Next meetings will be April 28th and May 26th at 7:00 p.m. at the Old Fire House.

The meeting adjourned at 7:40 p.m. by unanimous consent.

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4-20-2016 @ 3:40 pm
Carol N. Dea
TOWN CLERK