

# **Wakefield Veterans Advisory Board**

## **Meeting Minutes**

**Tuesday, November 20, 2018**

### **Call to Order**

Chairman Jay Pinette called the meeting to order at 6:30 pm in the Second Floor Conference Room, Wakefield Town Hall, followed by the Pledge of Allegiance.

Board members present were Chairman Jay Pinette, Tom Collins, Bill Walsh, Rick Pearson, Don Hart and Melinda Cook.

Member Collins motioned to approve October minutes, seconded by Chairman Pinette, motion approved.

### **Review of 2018 Veterans Day Ceremony**

Nice media coverage of the ceremony; event went seamlessly. Post ceremony, Chairman Jay Pinette and Hector Errina awarded the Korean Ambassador for Peace Medal to a local veteran, Mr. Confalone, at his home after the ceremony.

The board needs to identify a time to award the certificate of appreciation to John from Honey Dew Donuts for his support and sponsorship of events.

Soccer administrators with events going on 11/11 need to be aware of our ceremony; Rick will try to attend one of their meetings to spread the word. Basketball has received the message and has been supportive.

Two ladies approached Jay after the ceremony and would like to get more involved with the board; we need to formalize the process of joining the board (in writing). We also need to formalize our mission and vision statements, as well as by-laws/policies & procedures, and the webpage needs an uplift. We should also formalize term limits (staggered) and officers. We also need to formalize succession planning. Bill will bring a proposed mission statement to the next meeting.

### **Memorial Day**

For Memorial Day, Tom noted that Hector does not need to order flags.

Chairman Pinette showed the group aluminum flag holders (\$3/\$5) and suggested they offer a sturdier presentation at memorials; this may be something the VSO can buy.

Members of the board met with a man from Home Base (Wakefield resident – Coast Guardsman) who may be interested in speaking at next year's Memorial Day ceremony.

## **Eagle Scout Proposal: Paddy Heights Restoration Project**

Eagle Scout Joshua Polischuk has proposed a restoration project for Paddy Heights, involving the addition of a path, benches and flowers. He needs to understand who is responsible for the memorial (may be the town, may be the neighborhood), and discuss with the owners to obtain approval. There is an associated fundraising plan with the proposal. The VAB's role would be that of project sponsor.

Chairman Pinette motioned that the board provides initial approval and support for the project; seconded by Rick. Motion passed.

## **Wakefield Monument Inventory**

The American Legion has not done the inventory, but it has been on their "to-do list" for a while. The commander is trying to get a list of all the memorials in the country (photos and locations, along with condition) and send them to the Smithsonian archives. We could offer this as a project to a high school student that needs service hours -would require interviewing Tom Collins to identify all locations and cataloging all monuments appropriately.

## **New Business**

Rick mentioned that his contact from Rolling Thunder has targeted 2020 as a date for arrival of the small moving Vietnam wall in Wakefield. He will provide all of the logistics and background at a future VAB meeting to obtain our approval. He wants to submit the application soon. It would be great to have the tri-town area involved (Melrose/Saugus/Wakefield).

Joe Cresta reached out about the passing of Daniel Carroll, class of '95, former Marine, lived in Saugus. It raises the question of the board's role in paying respects to veterans at their memorial service: what is the role of the board in this event, what can we do? Often we don't hear until after the fact; the VSO can offer burial funds for indigent veterans.

The next meeting is December 18. Future meetings are always the third Tuesday of the month; we will not meet July & August.

Motion to adjourn by Chairman Pinette, seconded by Rick Pearson. Motion passed, meeting closed at 7:36 pm.

Minutes submitted by: Melinda Cook

Minutes approved by: Jay Pinette