



TOWN of DARIEN
MONUMENTS & CEREMONIES COMMISSION
Town Hall, 2 Renshaw Road, Darien, Connecticut 06820

Monuments and Ceremonies Commission
Minutes of February 10, 2009 Meeting

RECEIVED
FEB 13 2009
TOWN CLERK'S OFFICE
DARIEEN CT.

Chairman, Phil Kraft called the meeting to order at 3:30 PM with Commissioners John Geoghegan, Karen Polett, David Polett, Ken Reiss, Charles Scribner, and George Walsh present. The minutes of the January 13, 2009, meeting were accepted as read on a motion by David Polett, second Ken Reiss.

New Business:

David Polett was welcomed as a newly elected member of the Commission. He distributed a proposed press release asking for WWII residents of Darien to contact our Commission so that the vets can be recognized for their service by Susan Bysiewicz. Discussion followed. Dave will finalize the press release and email it to Phil Kraft for approval prior to sending it to both local newspapers.

Phil distributed letters from the Community Actions Coordinator regarding the CT. National Guard participation in the Memorial Day Parade. Phil said Grace in the Selectman's office has already answered this request. (See attached letter) First Selectwoman, Evonne Klein has also written requesting the flyover and the participation of the National Guard Marching Unit. The flyover is requested for 10:30 AM on Monday, May 25, 2009, and Phil Kraft is listed as the contact person for the Parade. (See attached letter)

Members of the Commission who are available will meet in Phil's office on West Avenue on February 18, at 1:30 PM to finalize the Parade line up. Suggestions were made to compress the Parade to four divisions rather than the original five we have had in the past. Quest, the band is no longer a marching unit which means we have only four bands. Phil has obtained red hats with STAFF printed on them for the use of Parade Officials for this year's Parade.

Phil mentioned the possibility of the Tudor Singers participating in the ceremony at the Veteran's Cemetery this year. He will continue to explore this with choral director, Chris Andrade. Phil is also exploring the idea of an FM broadcast of patriotic music which could be picked up by radios in the parade vehicles.

Karen Polett reported that she had contacted Josh at the Darien Times Newspaper and they were still interested in co-sponsoring the Memorial Day Coloring Contest for 2009. She will also contact Springdale Florist to get the wreaths for the ceremonies at the cemetery and the beach. Karen will also email Bob Riith to ask him to begin the process of obtaining required permissions, insurance and police cooperation as he has done in the past. (See attached email) George Walsh volunteered to speak to a new Senior Men's member and former Air Force General about being the Speaker for this year's parade.

Charles Scribner volunteered to speak to the scout leaders about having a responsible adult in charge in attendance early on the Parade Day so as not to tie up traffic with parents waiting to drop off their scouts.

Meeting adjourned at 4:43 PM on a motion by Ken Reiss, second Dave Polett. Next meeting will be held on March 10, at 3:30 PM.

Submitted by,
Karen K. Polett
Karen Kreitzberger Polett



DEPARTMENTS OF THE ARMY AND THE AIR FORCE
JOINT FORCES HEADQUARTERS, CONNECTICUT NATIONAL GUARD
NATIONAL GUARD ARMORY
360 BROAD STREET
HARTFORD, CONNECTICUT 06105-3706

3 February 2009

Honorable Klien Evonne
First Selectwoman, Town of Darien
2 Renshaw Road
Darien, CT 06820

Dear First Selectwoman Evonne:

In an effort to efficiently address the large volume of military parade support during the 2009 Memorial Day holiday the Connecticut National Guard is reaching out to prior requestors to coordinate potential request for support. Timely prior coordination will enhance our ability to support towns and other requesting agencies commemorate the sacrifice U.S. men and women have endured in service to their country. While we strive to support as many requests as possible legal constraints, mission, and training requirements may limit support.

Support for parade request should be sent to Thaddeus J. Martin, The Adjutant General, 360 Broad Street, Hartford, CT 06105-3706 in care of J-5 Office. Request should be sent no later than April 1, 2009 to ensure resources are appropriately allocated. Submitting request before the deadline increases our ability to meet request during this important holiday.

Requests should be forwarded on official letterhead and signed by a senior town official or the chairperson of a requesting agency. Request must have the following information to be processed:

1. Name, title, and contact information of the requestor
2. Name and contact information to the event organizer or point of contact.
3. Return address.
4. Type of support requested

Best wishes during the upcoming holiday.

Sincerely,

CPT Miguel Colon
Community Actions Coordinator

RECEIVED
FEB 9 2009
SELECTMEN'S OFFICE
DARIEN, CT

February 10, 2009

Major General Thaddeus J. Martin
The Adjutant General
360 Broad Street
c/o J-5 Office
Hartford, CT 06105-3706

Dear Major General Martin:

We are again planning for our annual Memorial Day Parade here in Darien. As you know in the past Darien has requested and received excellent support from your office. This support has been in the form of having a Flyover during our Parade, as well as a National Guard Marching Unit.

The Parade is scheduled for Monday, May 25, 2009 and will begin at 10 a.m. and proceed, as before, westward along Route #1 (Boston Post Road) beneath the I-95 Exit 11 underpass and onto the Veterans Cemetery. The ideal time for the Flyover would be 10:30 a.m. with leeway on each side. As you know, Darien is one of only two towns in the State, along with Rocky Hill, to enjoy a Veterans Cemetery within its borders. Most of the events on that day are centered on that site. We expect to follow a program similar to that shown on the attached street map.

Thank you for your past considerations and we look forward to having you participate in our annual Memorial Day Parade.

The event organizer or point of contact is:

Phillip Kraft (Chairman, Monuments & Ceremonies Commission)
69 West Ave
Darien, CT 06820
(203)656-0003 w
(203)858-7908 cell
philkraft@optonline.net

Thank you, again, for the opportunity to submit this important request, and we look forward to your reply.

Yours very truly,

Evonne M. Klein, First Selectwoman

MEMORIAL DAY Monday, May 25, 2009

Parade and Ceremony Instructions

Many positions are different from last year. We strongly urge you to make copies of these instructions available to all participating members of your group.

The parade is a procession to the Connecticut Veterans' Cemetery to honor those who died in service of our country. The spirit of the parade is to celebrate the lives of our war dead. Participants are encouraged to identify the organizations they represent, but are requested to refrain from advertisements or promotion of events that have nothing to do with Memorial Day.

Time: Please be in your assigned position no later than 9:30am. Step off at 10am sharp.

Assembly and Registration 9-9:30am: All units must register at the Registration Station at the entrance of the Goodwives Shopping Center, Old Kings Highway North, starting at 9:00am. You will be directed to your assigned spot. Signs will indicate where each division will assemble.

Children's Marching Units: If yours is a children's group, PLEASE make sure you have a responsible adult in place EARLY ENOUGH to ensure the confidence of parents dropping off children. The biggest traffic issue has been parents who linger, waiting for an adult in charge to show up!

NO Parking at Assembly Area--Drop-off ONLY: Police will be directing traffic. The parking lot at Goodwives is the Assembly Area for marchers and parade vehicles only. There is to be **no** parade parking. Please remember that the Shopping Center is open to shoppers, and parking lanes must be kept open. *Vehicles left in the Goodwives Shopping Center parking area jeopardize future use of the parking lot.* Parking is available in the Mechanic Street lot behind the Darien Fire Department during the parade. Please advise everyone in your organization about these parking rules.

Special Instructions:

(1) No alcoholic beverages will be permitted in the Assembly Area, in the line of march, or during the ceremonies.

(2) Parade Officials will be in charge of their assigned division.

(3) There will be NO throwing of candy, toys, or any other items from the participants in the Assembly Area, along the Parade Route, or at the end of the parade. Violators will be removed from the parade.

Parade Route • From Goodwives Shopping Center, right to Brookside Road; bear left to Post Road; turn left. Continue west on Post Road, to Hecker Avenue. Marchers will turn right onto Hecker Avenue marching to the cemetery's arched entrance and disperse in an orderly fashion into the cemetery. Vehicles will *not* turn into the Cemetery.

Length of Parade • Approximately 1.25 miles. Make sure all marchers are able to complete the parade.

Marching • Parade Officials will maintain a uniform cadence. Units are requested to *not* cross-march, half-step, split or perform drill procedures in the line of march. The parade will maintain a steady forward march at all times. All units will maintain a reasonable distance from the unit in front of them. All marching units will march at least SIX (6) abreast, with the exception of color guards.

Reviewing Stand • Will be located in front of Miller Automobile Company on the Post Road. The parade will be reviewed there by the Parade Marshal and other dignitaries.

Cemetery Ceremony • Please join us at the Connecticut Veterans' Cemetery to pay respect to the military people who have preserved our freedom with the ultimate sacrifice.

Emergencies • In case of emergency (Police, Fire, Ambulance, etc.) the parade will move to the RIGHT side of the road, and the necessary apparatus or vehicles will pass on the left side of the road. Do not fall out of the line of march. Do not stop unless ordered by the Parade Officials. Take extreme care.

Following the ceremonies at the cemetery, a brief ceremony will be held at Pear Tree Point Beach to honor the men and women who perished at sea. Please join us there for this remembrance.

By order of the Board of Selectmen - Monuments and Ceremonies Commission