



BLACKSTONE MEMORIAL DAY COMMITTEE
Board of Selectmen Chambers
MUNICIPAL CENTER (15 St. Paul Street)

Town Clerk
Town of Blackstone

MAR 17 2025

Time: 9:24am *MS*
RECEIVED

POSTING/AGENDA
March 19, 2025 (5:30 PM)

Virtual Meeting Remote Participation Information: *Microsoft Teams*

Meeting ID: 936 716 327 905 8 | **Passcode:** sW25yc

Join via web browser: <https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting>

1. **Pledge of Allegiance & Call to Order**
2. **Roll Call – Attendance**
3. **Accept Minutes**
 - a. Meeting of Regular Session – March 4, 2025
4. **Citizens Forum: Good & Welfare – Public**
5. **New Business**
 - a. Finalize planning of the Memorial Day Activities:
 - i. Dates, Communications, and Advertising
 - ii. Ceremonies
 - iii. Parade (Registration, Character Participants, Marching Bands, etc.)
 - iv. Celebration (Carnival, Food Trucks, Musical Performances, Other Vendors)
 - v. Fireworks Display
 - vi. Other Planning Activities (Sound Systems, Fire/Police Needs, etc.)
6. **Approve Invoices/Bills**
7. **Future Board Agenda Items**
8. **Good & Welfare – Memorial Day Committee**
9. **Adjournment**

**MEMORIAL DAY PARADE COMMITTEE
BLACKSTONE MUNICIPAL CENTER (15 St. Paul Street)
BOARD OF SELECTMEN CHAMBERS
REGULAR SESSION MEETING MINUTES
March 4, 2025 (5:30 PM)**

1. Pledge of Allegiance & Call to Order

Meeting attendees recited the Pledge of Allegiance. Vice Chairwoman Polak called the meeting to order at 5:35 PM.

2. Roll Call- Attendance

Present were Vice Chairwoman Tanya Polak and Daniel Keefe. Town Administrator Chad Lovett, Town Accountant/Assistant Town Administrator Lauren Taylor, Fire Chief Kevin Roy, Police Officer Pavone and Recording Secretary Sara Peters (virtually). Absent was Brad Weissman.

3. Accept Minutes

• **a) Meeting of Regular Session- May 21, 2024**

- Motion: Mr. Keefe made a motion to accept the May 21, 2025 meeting minutes; seconded by Vice Chairwoman Polak. Vote unanimous; motion passes.

4. Citizens Forum: Good & Welfare- Public

None.

5. New Business

• **a) Finalize Planning of the Memorial Day Activities**

i. Dates, Communications, Advertising

Committee members are reaching out to Carnival companies to discuss the possibility of extending the Carnival from 1 to 2 or 3 days long. Citizens have requested more rides and less vendors. The parade will be Sunday, May 25, 2025. The flyers have been made and dates can be edited as needed. Mr. Lovett suggested setting up an official Memorial Day Facebook page and then sharing information via the Town's page also. The Committee has concerns about making multiple pages so the Board of Selectmen will add this to their upcoming agenda and vote on whether to grant Ms. Polak access to the Town's page for the sole purpose of Memorial Day activities only. They spent a small fee on Facebook advertising for last year's festivities.

ii. Ceremonies

Mr. Keefe will handle the Saturday and Sunday Ceremonies. The Town has purchased in the past year sound equipment to be used at events and ceremonies such as this so no rental equipment will be needed this year. They will determine who will serve as Grand Marshall at the next meeting.

iii. Parade (Registration, Character Participants, Marching Bands, etc.)

The Committee agreed they would love to have character participants in the parade again and that a Captain Jack Sparrow is a must. Ms. Polak will reach out to company to check their availability. She will also reach out to local school bands to see if any are interested in participating. She will also send invitations to groups who participated last year and they are hoping to have a contingent from each school in the district. Ms. Polak also suggested having students volunteer to help out organizing the parade on the day of. They have vests for all volunteers. Mr. Lovett said only about 12 people used the bus as transportation from Park N Shop to the Town Common. Officer Pavone said the Police Department has a drone that can be used during the parade and later at night to

make sure the bike path doesn't have spectators on it during the parade. The drone can also be used to determine how many people attend the different events.

iv. Celebration (Carnival, Food Trucks, Musical Performances, Other Vendors)

The Committee discussed having vendors and food truck applications on OpenGov. Parade participants can use a form via the website. Ms. Polak will work with Mr. Lovett to set up the applications in OpenGov.

v. Fireworks Display

Chief Kevin Roy will work with the fireworks company to confirm and set up the "Ring of Fire" on the day of, per State regulations. He will also contact DCR so they are aware of the plan. There was discussion about reaching out to North Smithfield to get permission to set off fireworks in Rhode Island as they don't require a "Ring of Fire", which would have the half of the playground and little league field cordoned off. A section of the Bike Path will also need to be cordoned off for the Fireworks with Officers.

vi. Other Planning Activities (Sound Systems, Fire/Police Needs, etc.)

They will reach out to last year's sound system vendor to be used with the bands. They still need to source bands to perform but will reach out to Lady Anemoia and Norris the Terrible to see if they are interested.

Officer Pavone suggested using more barriers before and during the Parade. Mr. Lovett suggested mapping out where barriers are needed before the event.

6. Approve Invoices/Bills

The bills/invoices include: a \$60 invoice for Recording Secretary Sara Peters.

- o Motion: Daniel Keefe made a motion to approve the secretary's invoice of \$60; seconded by Tanya Polak. Vote unanimous; motion passes.

7. Good & Welfare- Memorial Day Committee

Mr. Keefe said Dave from Goodstuff Smokehouse wants to be involved and will reach out to him to determine exactly how involved he wants to be and invite him to the next meeting.

Ms. Taylor confirmed there is about \$10,000 in the Memorial Day account and about another \$10,000 in the Memorial Day Gift Account. Fireworks cost about \$8,300 last year.

8. Adjournment

- Motion: A motion was made by Daniel Keefe to adjourn the meeting at 6:45 PM; seconded by Tanya Polak. Vote unanimous; motion passes. Meeting adjourned.

Time: 6:45 PM

Next Meeting: March 19, 2025

Meeting Minutes Respectfully Submitted By: Sara Peters

Town of Blackstone
Memorial Day Committee

Emp #

Employee Name

Account Number

Sara Peters

01133-51130

Meeting Date	Amount
3/4/2025	\$ 60.00

Payroll Total	\$ 60.00
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Employee Signature:

Committee Signatures:

Sara Peters
