TOWN OF NORTHBRIDGE
TRUSTEES OF SOLDIERS’ MEMORIALS MEETING
NORTHBRIDGE TOWN HALL
Tuesday, September 3, 2019 - 7:00PM

MINUTES

MEMBERS PRESENT: Dan Beneway, Frank DeFazio, Tom Farley, Jim Gallagher and Dick Trier; Selectmen Chair, Jay Athanas.

GUESTS: Paula and David Prout

APPROVAL OF MINUTES: The minutes of the Wednesday, June 12, 2019 meeting were unanimously approved (Athanas/DeFazio).

I. DISCUSSION ITEMS AND PROGRESS REPORTS

WELCOME JAY ATHANAS.

• The trustees officially welcomed Jay Athanas as the incoming Selectmen Chair to the Trustees of Soldiers’ Memorials meeting.

A. MAINTENANCE AND UPKEEP OF THE WWII/KOREAN AND VIETNAM MEMORIALS SPECIAL REPORT AND UPDATE

• Paula and David Prout gave the trustees a progress report on their ongoing maintenance and upkeep of the Korean/WWII and Vietnam Memorials noting that their work thus far has:
  o Received quite a few compliments from passersby and neighbors.
  o Resulted in a marked decrease of nip bottles, cigarette butts and other litter being left behind.

• They noted that they are very proud to continue to keep these memorials in good condition as their personal service project for our community and veterans. They furthermore were attending this meeting to ask permission to address the issue of the rusting fence behind the monuments by repairing and painting it.

• ACTION: The motion was made and seconded (Trier/DeFazio) to approve this request and to officially thank Paula and David for all of their work thus far. Unanimously approved.

• Dan Beneway recommended that they purchase any materials they need at Koopman Lumber and to use his company’s account.

B. FINANCE REPORT

Jim Gallagher shared the current finance report noting a current balance of $14,811.33. Dick Trier shared a note sent to Neil Vaidya asking him to encumber $1,500 from the FY19 budget for the ongoing maintenance being completed by Jeff Buccacio. This was noted by Jim and will be included in future reports.
C. FY 20 PLAN OF ACTION DISCUSSION
  - Dick Trier noted that we needed to elect officers for FY 20. After due discussion the following officers were asked to serve and then duly elected:
    - Chair: Frank DeFazio
    - Vice-Chair: Dan Beneway
    - Secretary: Richard Trier
    - Treasurer: Jim Gallagher
    - Member at Large: Tom Farley
  - Frank DeFazio then asked the trustees to list the projects they would like to see us completing this year. The following items were presented:
    - New Plaques for all of our KIA Memorials
    - Lighting of the Civil War Memorial
    - Signage throughout the park
    - Landscaping Improvements in Memorial Park
    - Continuing the Maintenance Contract with Jeff Buccacio
    - Masonry repairs on the Civil War Memorial
    - Maintenance of Memorial Squares
    - Completion of a Memorial at Lasell Field after field repairs are complete
    - Continued photographing for the Memorial Inventory
    - Video Cataloguing of Memorials
  - Frank said he would look into getting help from BVT on the recommended video project. **He asked all of the trustees to review this list and recommend prioritization at the next meeting.**

D. ANNUAL MAINTENANCE PLAN
  - Dan Beneway reported that Jeff Buccacio has started the maintenance project and will continue over the next month. Dan noted that we will need to provide a lift for the maintenance work on the Civil War eagle.

E. MEMORIAL SQUARES UPDATING
  - As Tom Farley had not heard back from Whitinsville Memorials about alternative vendors, the trustees turned their attention to the email from Tom Melia showing the new plaques that were being installed in Boston. It was noted that the process they were using (possibly laser technology) might be far less expensive while giving us more latitude. Frank DeFazio said that he would research the process they were using.

F. SQUARES AND MEMORIALS INVENTORY AND GPS
  - With medical issues somewhat out of the way, Jim Gallagher said that he would be contacting Mike Kuras in order to set up another meeting to solve IT issues.
G. OTHER PROJECT UPDATES

- Dan Beneway noted that some repainting needed to be done of the Memorial Park Flagpole where the flag clips had damaged the paint. Dick Trier recommended that we should try to coordinate this repair with the renting of a lift for Buccacio so both projects could be completed with one rental.
- It was noted that we received reports that the flag in Rockdale was found on the ground. After looking into this, Frank and Dan want to assume that this was due to a weather issue rather than any vandalism, but will continue to be vigilant on this matter.

H. COMMUNICATIONS/ CORRESPONDENCE

- Dan noted that he had received an email from Peter Ovian’s niece noting that a gentleman in France had contacted her asking to adopt the care Peter’s grave in France. She noted how thoughtful this was.

II. OTHER DISCUSSION ITEMS

A. UPDATES/NEW DISCUSSION ITEMS

- Reminder to Prioritize our FY 20 List

B. NEXT MEETING

- Tuesday, October 8, 2019, 7:00PM at the Town Hall
- Agenda Items:
  - FY 20 Plan of Action Prioritization
  - Finance Report
  - Memorial Squares Maintenance
  - Memorial Park Flagpole Issues
  - Monument Maintenance Completion
  - Memorial Squares Updating

C. ADJOURNMENT: 8:00 pm

Respectfully submitted,

Richard T. Trier

Richard T. Trier, Secretary

Approved: 10/8/19