

VMC Minutes 3.6.24 Final
Vietnam Memorial Committee
Community Development Room and Zoom Video Conf
Meeting Notes: March 6, 2024, commenced 5:00 p.m.

ENCL 1: Donations

ENCL 2: Donation Thank You Letter

ENCL 3: Things to Accomplish in 2024

Present:

Jerry Guthrie (Chairman/Veteran); Douglas Cave (Vice Chairman/Recorder/VFW); Rodney Dellafelice (Conservation Committee); Rick Mossey (Veteran/1st Congregational Church Member); Gene Gregory (Veteran/1st Congregational Church Member).

Minutes from last meeting:

- Minutes from 2/7/2024 Reviewed:
 - Rick made a motion to accept the minutes as amended: Gene seconded; Rick, Gene, Rodney, Jerry, and Doug agree. Minutes accepted.

1. Fund Raising:

- Donation checks should be made out to “Vietnam Memorial,” and should be sent to “Vietnam Memorial Fund, P.O. Box 7252, Milford, NH 03055.” Checks are preferred, however, cash can be accepted but will need to be converted into a Bank Check before it is submitted to Town Hall.
- Donation request letter:
 - Doug will rewrite the first bullet line
- Go Fund Me website:
 - Will check to see if it is still active. Because the fund raiser was not generating regular donations they closed it. We were able to reactivate it, and deposit the money.
- Donations collected:
 - Collection breakdown:
 - Vietnam Memorial donations pledged, held by the town, the VFW, Go Fund Me, and expenditures accounted for:
 - Estimate: Approximately \$77,023.13 collected.
 - 4 Bricks Sold: \$200 (Encl 1)
 - 1/23/2024 Election Day Donations: \$1,147 (Encl 1)
 - Freedom Memorial and Vietnam Memorial Donations are combined.
 - Freedom Memorial: Total of \$348.
 - Bricks:
 - Bricks sold: 83
 - Thank You, and Holiday Update Letters:
 - Draft letter. (ENCL 2)
 - Doug will rewrite the bullet line in question.
- Facebook:
 - After a final review, Doug will post the Alpha Roster on the Milford Residents Facebook page. This should reach people in the area, as well as some who have moved away.

- Will discuss with the selectmen at the April 22, 2024 meeting about adding Amherst and Mont Vernon veterans who attended the Milford School system.
- Election Day Donation Booth:
 - March 12th
 - 0700 – 0900 Jerry, Gene, and Rick
 - 0900 – 1100 Jerry
 - 1100 – 1400 Gene
 - 1400 – 1600 Jerry
 - 1600 – 1715 Jerry and Gene
 - 1715 – 1900 Rodney
 - 1900 to close Jerry, Rick, and Gene
- T-Shirts:
 - We sold 1 t-shirt.
- Pumpkin Festival:
 - No report, will discuss as the event approaches.
- Donation Prospects:
 - Donor recognition plaque:
 - Will recognize donors who have given \$5,000 or more, or an equivalent amount of time and or materials, on a recognition plaque.
 - Currently the Knights of Columbus, Kaley Fund, St. Patrick's Church, de Montigny family, Keyes Memorial Trust, Nancy Amato, VFW, Marchesi Fund, and the Town of Milford would be recognized.
 - Donor Contacts:
 - Bangor Bank:
 - Will contact in April. Mr. Gutierrez is the POC.
 - Hitchiner
 - Heritage Commission – POC is Mark.
 - Airmar – Rick will contact.
 - Plan to contact the large companies in town for donations.
 - American Legion – Rick and Gene will try to contact the American Legion, for assistance.
 - Local Churches – Distributing brochures for project awareness and donations.
 - Boy Scouts – Mike Carter is our POC.
 - Traveling breakfast at town churches.

2. Memorial:

- Plaque:
 - Need a park plaque to welcome visitors.
- Alpha Roster:
 - Add to Roster:
 - No changes
 - Remove from Roster:
 - No changes.
- Memorial Name Engraving:

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- Gene made a motion to add a Gold Star next to the names of the veterans who died in Vietnam, and a Blue Star next to the names of the veterans who served in Vietnam.
 - Rick seconded: Gene, Rick, Rodney, Jerry, and Doug agree.
- Granite Slabs:
 - Jim Larson is finished cutting the 25 slabs.
 - Need to move the slabs to the Andres Institute of Art for engraving.
 - Adam Medlyn will start engraving slabs in the spring of 2024.
- Town Granite: (Encl 3)
 - Light Post (2) - 12' post can be cut in ½ for two 6" posts.
 - Monolith Stone - Need to smooth 1 surface.
 - Bollards - Need to cut
 - Base Stone - Undetermined, recycling change necessitates revision.
 - Granite Pavers - 16" X 24" X 4" each
 - Granite Stone for Plaque - 18" X 24" X 8" each
- Granite for Book Section:
 - The Quarry is quoting more than we were anticipating.
 - Moving the stone may prove to be challenging, due to its size.
- Benches:
 - Bill King would like to buy a bench, and dedicate it to his wife with a plaque.
 - The Lions Club:
 - The free bench for recycling project will most likely no longer be available.
- Foundation:
 - Will contact DPW Leo Lessard when ready for this phase.
 - Shoreline permit:
 - Jerry will meet with the Souhegan River Local Advisory Committee on March 21st. Also plans to meet with the Conservation Committee.
 - Foundation Dig:
 - Jerry Falwell is our POC.
 - If anything of historical value is found during the construction project, we will contact the Historical Society to see if they have any interest.
 - Contractors: (Encl 3)
 - Knotts Landscape Service
 - Town of Milford
 - Brookline Contractor
- Fencing:
 - The Historical Society has some metal fencing that they are willing to donate if we can use it.
 - Will see if the Historical Society is able to refurbish the fence for us.
 - Was not accounted for in plans, but can be incorporated, therefore we will decline the offer if they are to be given to us in present condition.
 - Rick made a motion for fence decision, Rodney seconded; Rick, Rodney, Gene, Jerry, and Doug agree.
- Global War on Terrorism Memorial (GWTM):
 - Plaque with list of names.

- Not sure if we can get all the names.
- High School committees may have that information.

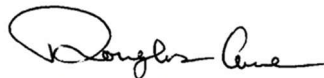
3. Administrative:

- Town website:
 - Our area on the Town website is not being updated, will contact Chris Gentry to have current info updated.
- Town Clerk:
 - Susan Mallett has replaced Tina Philbrick as the Town Clerk. Will remove Tina, and add Susan to distribution lists.
- Project timeline:
 - Anticipate having the memorial complete some time in 2025 to celebrate the 50th anniversary of the end of the Vietnam War.
- Memorial Project Manager:
 - Jerry as the Project Manager for the Memorial construction project.
 - Pending
- Right of Passage Letter to 1st Congregational Church:
 - Lincoln is drafting a letter to address property damage repair due to construction.
- Board of Selectmen:
 - Will report on project at April 2024 meeting.
- Conservation Commission:
 - Will report on project at the Summer meeting

Next Scheduled Meeting: April 3, 2024 at 5:00 p.m. in the Community Development room, and by Zoom.

Motion to adjourn made by Rick, Doug seconded: Rick, Doug, Jerry, and Gene agree.

Meeting adjourned 5:56 p.m.



Douglas Cave

Vice Chairman/Recorder/VFW Representative

VIETNAM MEMORIAL FUND DEC-03
JAN-FEB 04

#2283 JAMES O'REILLY + 100"
HEIDI SULLIVAN
(2 BRICKS)

2504 CARL + BARBARA SMALL 50"

2054 SUSAN + BRUCE BORNE 50"

JAN 2023 VOTING 1,147⁰⁰



OFFICIAL CHECK

057-0012
0115

518694238-8

January 27 2024

**** \$1,147.00 **** DOLLARS

* MILFORD VIETNAM MEMORIAL *

NON-NEGOTIABLE

MEMO:

PAYMENT
OF

SAVE THIS RECORD

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WE CANNOT GIVE INFORMATION OR SEARCH RECORDS UNLESS THIS COPY IS PRESENTED

CUSTOMER'S RECORD

100 - 1 = 100
20 - 23 = 460
10 - 8 = 80
5 - 31 = 155
1 - 5 = 5
800

347
800
#1147

Draft for Committee to Review – 02/06/2024

VIETNAM MEMORIAL, letterhead (Gene Gregory)

(Address)

(Address)

(Address)

(Date)

Dear (name):

The Vietnam Memorial Committee thanks you for your generous gift of (\$_____) received on (______). Your contribution will be used in support of the Vietnam Memorial construction project located just off the Milford Oval adjacent to the Town's World War II Memorial and Railroad Pond.

We need to remember those who fought, those who sustained injuries both physical and psychological, and made the ultimate sacrifice in service to their Country. May we never forget them.

The Committee meets monthly to continue the grass-roots momentum to accomplish this project. The Committee has established the following tasks to accomplish in 2024:

- Continuation and/or completion of fundraising for approximately \$50,000 (as of \$_____ has been raised or committed to date);
- Obtain the main granite stone identified at the quarry in Milford and accomplish cutting, trimming, and the engraving of text and names (to be done by Milford Monument), and prepare granite for installation in Spring of 2025;
- Acquire columns and caps for Memorial Wall, cut to size, and engraved;
- Collect and cut to size the granite contributed by the Town of Milford for the Monument to be used for light posts, monument stone, bollards, base stone, benches, pavers and the stone for the plaque.

The Committee will continue to communicate with the Milford Select Board on progress. The Board has been very supportive of this grass-roots effort.

In addition, the Committee will continue outreach to the various groups which may require input, such as the Milford Conservation Commission, the Souhegan River Local Advisory Committee, the Milford Zoning Board, Heritage Commission, and the Community Development Office.

There are many steps in order to bring this most important and needed Memorial to fruition to honor those who served so we thank you for your support and contribution.

Respectfully,

Jerry Guthrie, Chair of the Vietnam Memorial Committee

ENCL 2

Things to accomplish in 2024 VMC

1. Finish our fundraising - (\$50,000 more to go)
2. Acquire the main granite stone from the quarry in Milford
 - cut the stone in half JOHN WEIDMAN
 - move from quarry for trimming to size JIM LARSON
 - design final plans for work to continue ADAM MEDLYN
 - finalize the names for the wall
 - start engraving on stones
 - get stones ready for installation in spring of 2025
3. Acquire columns and caps for memorial wall TOWN OF QUARRY
 - cut material to size
 - move material for engraving and finishing
4. Work on finding contractors to do the work
 - KNOTT'S LANDSCAPE SERV. BROOKLYN CONTRACTOR
 - TOWN OF MILFORD
5. Collect & cut the granite given to us from the Town of Milford
 - (2) - light posts 1 GRANITE @ STORAGE 12" LONG CUT FILL
 - (1) - monolith stone NEED TO SMOOTH ONE SURFACE
 - (5) - bollards NEED TO CUT
 - (1) - base stone HAVE @ TOWN SITE 5'X5'-6"X24"
 - (2) - benches ? MAY GET BENCHES FROM LIONS CLUB
 - (3) - granite pavers 16X24"X4" EACH
 - (3) - granite stone (for plaque) 18X24X8" EACH
6. Medlyn Monument will start engraving timeline in the spring
 - (25) GRANITE - 10"X4'X4" CUT 134 MARCH 1, 24
7. Present to the Board of Selectmen on our progress
APRIL
8. Present to the Conservation Commission
SUMMER
9. Contact Cappy regarding granite for retaining wall
FALL

1. SORLAC ? March 21st Sonderson Bros

2. GET WRITING FROM ZONING ADM. ABOUT SETBACK

3. LEGAL DOC. ABOUT CHURCH ACCESS