

Town of Somers, Connecticut
Somers Veterans & Families Legacy Park Ad-Hoc Committee
(dba) Veterans Park Ad-Hoc Committee
Regular Meeting Agenda

Date: May 27, 2026

Time: 3:00 PM

Location: Somers Town Hall Auditorium

Zoom Access: (Committee-only, password-protected)

1. Call to Order

2. Pledge of Allegiance

3. Roll Call / Seating of Alternates

Notation that David Morgan has been appointed as alternate member replacing Michael Murdza.

4. Approval of Minutes

Discussion and possible action regarding approval of May 13, 2026, meeting minutes distributed in advance.

5. Chair Remarks / Meeting Management Statement

Discussion regarding meeting procedures, agenda pacing, committee coordination, and expectations for meeting management and workflow.

6. Communications / Correspondence

6A. Architect & Project Status Update

Discussion regarding recent communications and project coordination matters, including:

- Pricing document progress
- Structural engineering coordination - *Email Handout provided*
- Updated project schedule – *Handout provided*
- Errors & Omissions insurance clarification
- Town professional services insurance requirements
- Review and discussion of architect correspondence requesting consideration of a variance or modification to the Town's professional Errors & Omissions (E&O) insurance requirements
- Discussion regarding proportionality of professional liability requirements relative to project scope and risk profile
- Discussion regarding potential impacts of insurance requirements on project cost, architectural fee structure, project affordability, and continuation of reduced-fee professional services
- Consideration of whether the Committee wishes to make any recommendation, request clarification, or refer the matter to appropriate Town officials, legal counsel, risk management representatives, or the Board of Selectmen
- Discussion regarding project sequencing implications if insurance requirements materially affect planning, permitting, engineering, or professional services participation
- Restroom accommodation issue update
- Sequencing considerations for pricing review, permitting, and funding procurement
- Clarification of Phase 02A vs. Phase 02B terminology

- Structural engineering fee review and approval process
- Cost-estimating coordination
- Discussion of future involvement and timing for Roger Thibodeau's estimating assistance
- Chair correspondence with Roger Thibodeau regarding updated project information and potential future participation
- Committee guidance and related project coordination matters

Possible discussion and/or committee direction.

6B. Accessibility & Visitor Accommodation Planning Considerations

Discussion regarding preliminary accessibility and visitor-accommodation considerations, including:

- Chair correspondence to Town Liaison Todd Rolland
- Chair correspondence to project architects regarding conceptual accessibility planning
- *Review of informational handout* on accessibility and visitor accommodations
- Related planning discussions

No formal design direction or expenditure requested unless otherwise determined by the Committee.

7. Old Business

Discussion of unresolved matters, follow-up items, and previously discussed committee business, including items identified on May 13, 2026, minutes. *Members will receive a handout of volunteer roles during Veterans Memorial Day Coffeehouse event on May 30, 2026.*

8. New Business

8A. Living Memorial & Veterans Legacy Registry Initiative

Discussion regarding a conceptual Living Memorial & Veterans Legacy Registry Initiative, including:

- QR code and digital registry integration
- Veterans historical archive and memorial preservation concepts
- Comparison to National Cemetery Administration digital memorial systems
- Long-term memorial sustainability and expansion considerations
- DD-214 archival, privacy, verification, consent, and records management
- Website, database, and memorial access concepts
- Future kiosk or interactive memorial possibilities
- Volunteer, staffing, and administration considerations
- Grant, sponsorship, and educational partnership opportunities
- Recommended eligibility and verification standards

Committee members will receive a handout for discussion.

Possible action: Creation of a conceptual feasibility subcommittee or working group to evaluate implementation considerations and report back at a future meeting.

8B. Fundraising Campaign Organization, Strategic Planning, Public Outreach, and Campaign Coordination

Discussion regarding fundraising campaign development and coordination, including:

Transition Into Active Fundraising Operations

- Transition from project approval into active fundraising
- Implementation planning and campaign development

- Phased fundraising priorities and timeline considerations

Fundraising Subcommittee Organization

- Status and scheduling of the subcommittee's organizational kickoff meeting
- Coordination between the subcommittee and Legacy of Service: Somers Veterans Foundation, Inc.
- Development of fundraising recommendations and campaign concepts
- Discussion of volunteer task forces and workstream development

Campaign Infrastructure & Public Rollout

- Preliminary coordination with SeeMyLegacy.com
- Development of public campaign infrastructure and online fundraising support
- Phased public rollout and possible soft launch/testing at the Veterans Coffeehouse
- QR code integration and accessibility considerations

Fundraising Initiatives & Public Engagement

- Review of previously identified fundraising concepts, including commemorative brick/paver programs
- Branding, promotional materials, signage, apparel, and public visibility initiatives
- Volunteer recruitment and community engagement
- Sponsorship development and donor recognition

Long-Term Fundraising Strategy & Transparency

- Donor stewardship and restricted fund procedures
- Transparency practices
- Coordination with other community fundraising efforts (e.g., America 250)
- Grant opportunities, regional outreach, sponsorship development, and long-term strategy

Possible discussion, committee direction, and/or recommendations.

9. Public Comment

Public comments relating to agenda items or matters within the Committee's scope.

10. Adjournment