

City of Melrose – Veterans Advisory Board

Meeting Minutes

Date: Dec 16, 2025

Time: 6:30 PM – 8:30 PM

Location: Cassidy Room, Melrose City Hall

Attendees:

- Tamara Shovelton
 - Bob Driscoll
 - Jim Keen
 - Jim Muschett
 - Kathy Childress
 - Mary Ryan
 - Michale Buggy
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1. Call to Order

The meeting was called to order at **6:30 PM**

Old Business

1. Year-End Legislative Review

The Board discussed year-end legislative matters, including items requiring closure and those needing preparation for resubmission once the new legislative session opens.

2. Welcome Home Sign Project

Updates were provided regarding the Welcome Home sign, with Batten Brothers currently working on the design. The Board discussed several hurdles that must be addressed, including:

- Finalizing the design
- Review and approval by the Historic District Commission
- Obtaining necessary permits
- Coordination with the City
- Planning for a rededication ceremony

The Board also discussed determining ownership rights to the sign, including whether ownership rests with the VFW, the Girl Scouts, or the original sign maker, Marty. The possibility of donating the sign to a museum was also discussed.

3. Cemetery Flag-In Meeting

An upcoming meeting regarding the cemetery and the annual flag-in was discussed. This meeting is scheduled to take place in January.

New Business

1. Historic Commission Recognition

The Board acknowledged the Historic Commission's efforts in honoring the 11 Melrose veterans who died during the Vietnam War by sharing their stories on social media during Veterans Day week.

2. Veteran Recognition in Local Media

Discussion included a recent article published in the Melrose paper highlighting the service of Arthur Delaney of the 10th Mountain Division.

3. Veterans' Records Storage

The Board discussed the storage of historic veterans' documents at Trinity Church. It was agreed that a centralized tracking file will be created to document where all records are stored.

4. Override Funding Allocation

The Board discussed the passage of the \$13.5 million override and noted that the Veterans Department received \$30,000 from this funding. The breakdown and intended use of these funds were reviewed.

5. Memorial Flags Maintenance

The importance of regularly inspecting flags at memorial sites was discussed, with emphasis on ensuring timely replacement when needed.

6. **Veterans Food Mart**

The Board discussed the Greater Boston Food Bank and confirmed that there are currently no anticipated cutbacks affecting the Veterans Food Mart, which continues to be held monthly on the third Wednesday of each month.

7. **Veterans' Legislation Awareness**

The Board emphasized the importance of understanding Massachusetts veterans' legislation, including the BRAVE Act, HEROES Act, and related statutes, to ensure appropriate assistance for veterans and active-duty service members.

8. **Veterans Services Office Updates**

Veterans Service Officer Tamara Shovelton provided updates on office activities, including:

- Holiday donations received from Melrose residents
- Jackets and toys donated by Vet Inc.
- Ongoing support efforts during the Christmas season
- Memorial Plaque Replacement

Discussion included the theft of the brass plaque at Otis Bishop Square and efforts underway to redesign and replace it. A missing brass placard at Howard Street was also discussed, with plans to address its replacement.

9. **Medal of Fidelity**

Bob Driscoll reported that he is working on the necessary paperwork for a Medal of Fidelity for Maureen Hatch.

10. **Korean War Veterans Ambassador of Peace Medal**

The Board discussed the Korean War Veterans Ambassador for Peace Medal and potential next steps to identify eligible Korean War veterans within the community.

10. Adjournment

The meeting adjourned at **8:30 PM**.

Next Meeting set for Jan 20, 2026, at 6:30 in the Cassidy Board Room