
Fw: Fw: room request

From Duncan Wardwell <dwardwell@richmondvt.gov>

Date Wed 5/20/2026 12:20 PM

To Josh Arneson <jarneson@richmondvt.gov>

See request for Juneteenth celebration in front of Town Center.

I assume we would want to approve with Selectboard first.

I have another request.

We would like to hold another Juneteenth celebration in front of the town center, like we did last year. We would start setting up at 3 pm Friday June 19, and end at 4:30. We will likely be a small crowd, with some sing-alongs and free ice cream.

Thank you,
Alexis Lathem

Duncan E. Wardwell (he/him)
Deputy Town Manager
802-336-2092 (office)
802-556-4779 (cell)
203 Bridge Street
Richmond, Vermont 05477

From: Alexis Lathem <alexislathem@gmail.com>

Sent: Wednesday, May 20, 2026 12:03 PM

To: Duncan Wardwell <dwardwell@richmondvt.gov>

Cc: Susanne Parent <sparent@richmondvt.gov>

Subject: Re: Fw: room request

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I have another request.

We would like to hold another Juneteenth celebration in front of the town center, like we did last year. We would start setting up at 3 pm Friday June 19, and end at 4:30. We will likely be a small crowd, with some sing-alongs and free ice cream.

Thank you,
Alexis Lathem

On Tue, May 19, 2026 at 12:36 PM Duncan Wardwell <dwardwell@richmondvt.gov> wrote:

Hi Alexis,

I have reserved Conf Rm C (sunny room by elevator) for Richmond Racial Equity on June 1 from 5:30-7:30 pm. There is a Water Sewer and Selectboard meeting in Conf Rm A. If another Committee needs to meet then you might have to move to Conf Rm B but I will keep you posted.

The doors will be open for the WS & SB meeting so just turn off the lights in Conf Rm C when you are done.

Duncan E. Wardwell (he/him)
Deputy Town Manager
802-336-2092 (office)
802-556-4779 (cell)
203 Bridge Street
Richmond, Vermont 05477

From: Susanne Parent <sparent@richmondvt.gov>
Sent: Tuesday, May 19, 2026 11:08 AM
To: Duncan Wardwell <dwardwell@richmondvt.gov>
Subject: Fw: room request

H Duncan,

Can I pass this to you?
There seems to be several requests, and I don't want to double book anyone.

Thnx ~ Susanne

Susanne Parent



Richmond
VERMONT

Richmond Town Clerk
203 Bridge Street
Richmond, VT 05477
802-434-2221
www.richmondvt.gov

From: Alexis Lathem <alexislathem@gmail.com>
Sent: Monday, May 18, 2026 12:40 PM
To: Susanne Parent <sparent@richmondvt.gov>
Subject: room request

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Susanne Parent:

I am writing to ask if Richmond Racial Equity may use a room in the town center for a small meeting (8 -10) people on Monday evening, June 1 (say 5:30-7:30 pm).

Thank you,

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<https://alexislathem.wordpress.com/>