

Memorandum

To: David Marwell

From: Tom Samoluk

cc: Tracy Shycoff

Date: January 27, 1995

Re: Boston Visit in March

I. Introduction

The following draft proposal for the Boston visit is a result of the Board meeting, our Senior staff meeting on Thursday afternoon and a meeting that Tracy and I had on Friday morning.

The Review Board is tentatively scheduled to visit Boston on March 23rd and March 24th. The visit would involve the following main components:

1. Public Meeting/Hearing
2. Public Tour of JFK Library
3. Private Tour of JFK Library/Meeting with JFK Library Representative

II. Goals of the Trip

The proposed trip to Boston has several goals.

First, the Review Board will gain public exposure through a public hearing and a public visit to the John F. Kennedy Library. This approach is consistent with the clear legislative mandate that the Board should be open and accessible, and seek public input.

Second, the Review Board will have the opportunity to hear publicly from a representative from the JFK Library and other experts on assassination records.

Third, the Review Board will have the opportunity to privately visit the JFK Library and see the records that are there.

Fourth, the Review Board will also have the opportunity to meet privately with representatives from the Library and perhaps a member of the Kennedy family.

III. Trip Preparation

Preparation for the Boston tour involves the following steps:

1. Setting Schedule for Trip
2. A Site Visit by Staff
3. Site Selection for Public Meeting/Hearing
4. Hotel Selection for Board Members
5. Making Arrangements with JFK Library for Public and Private Visits
6. Contact with Kennedy Family or Representative Regarding Visit

IV. Specific Schedule Proposal

Following discussion with Tracy, I suggest the following schedule for the trip to Boston:

Wednesday, March 22

Evening Board arrives in Boston and stay overnight at hotel.

Note: Depending on media interest, I may ask Jack to arrive earlier in the day on Wednesday for possible advance newspaper and radio interviews.

Thursday, March 23

7:00-9:00 a.m. Jack does morning radio interviews

9:30-10:00 a.m. Board Media Availability at Hearing Site

10:00 a.m. - 12:00n Board Public Meeting/Hearing

12:30 - 2:00 p.m. Lunch Break and Travel to JFK Library

2:00 - 2:30 p.m. Public Tour of JFK Library

2:30 - 5:00 p.m. Private Meeting at Library/Tour of Library

Evening Board and Staff Dinner

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Friday, March 24

9:00 - 12:00 a.m. Private Review of Documents at JFK Library by Board
12:30-1:00 p.m. Travel to Hotel for Board Lunch
1:00 - 2:00 p.m. Board Lunch at Hotel
2:00 - 4:00 p.m. Private Board Meeting with Staff/Visit Debriefing & Other Business
in Conference Room at Hotel
4:00 p.m. Depart Boston

A few points on the proposed schedule.

First, it is important for the Board to arrive on Wednesday evening, to allow for an early start on Thursday.

Second, for media purposes it is critical to have the public meeting/hearing and the public tour of the JFK Library on the same day. If the hearing were on one day and the tour on another day, I do not believe we would get two days of coverage. Thus, only one of the events would be covered, making a less attractive "package" for the media.

Third, the additional time at the Library on Friday is provided to accommodate Jack's interest in having plenty of time with the Library records.

Fourth, Tracy and I thought that the Friday afternoon meeting of the Board was a good idea to debrief on the visit and talk about other issues.

V. Public Meeting/Hearing

A. Agenda

I suggest that the public meeting/hearing would have the following components

1. Opening remarks by Jack that include an introduction on what the Board's mandate is under the law.
2. Status report by Jack on what the Board has done to date.

3. Report from Steve Tilley.

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4. Testimony from representative from JFK Library.

5. Possible testimony from various witnesses from Boston area, such as:

- a. Richard Trask
- b. Philip Melanson
- c. Dick Russell
- d. Priscilla McMillan
- e. Possibly others, particularly if any of these are unavailable.

A two hour period should be enough time for Jack to speak at the beginning and hear from these witnesses, if each witness spoke for 15 minutes.

B. Location

I suggest that there are three potential locations for the public meeting/hearing (assuming that the JFK Library is not a possibility). They are:

1. The Thomas (Tip) P. O'Neill Building

Located next to Boston Garden. Easy access for Board members and media. Probably has hearing rooms that we could use. (I was told that the U.S. Attorney recently held a conference there on the federal crime bill for local law enforcement.) Newest of the facilities.

2. Federal Courthouse

Located at Post Office Square in downtown Boston. Not sure what they would have available for a hearing room. Cameras can get in building, but not onto floors with courtrooms. Old building.

3. John F. Kennedy Federal Building

Located in Government Center, near City Hall. Easy access for Board and media. I am Assuming they have hearing room that would accommodate our needs.

VI. Library Contact/Visits

Assuming the public meeting/hearing is not held at the JFK Library, we would be dealing with them over four matters:

1. Public testimony of a Library representative at our hearing. (Thursday a.m.)
2. Public tour of the Library by the Board. (Thursday afternoon)

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3. Private Meeting at Library and tour of Library records area. (Thursday afternoon)
4. Private review of documents during return visit. (Friday morning).

We would want to make the appropriate contacts with the Library at a high level first, but begin the logistical coordination at the staff level very soon.

VII. Conclusion

The schedule is an aggressive one, but it allows the Board to do everything that has been stated as being important. Obviously, to do an effective job, we need to begin the planning now.

Tracy and I can work together on this Boston visit, as we did on the Dallas trip. Please advise us of your comments. Thanks.

Per our conversation on Tuesday afternoon, I have drafted the following alternative schedule for the Boston visit:

Wednesday, March 22

Evening Board Arrives

Note: *Jack does WBZ radio show sometime between 8 - 10 p.m. (or Thursday evening, depending on scheduling)*

Thursday, March 23

9:30 - 10:00 a.m. Board departs hotel for JFK Library

10:00 a.m. - 12:30 p.m. Board Meeting with JFK Library Representative

and Private Review of Documents

12:30 - 1:30 p.m. Lunch

1:30 - 2:00 p.m. Public Tour of JFK Library (Media advised)

2:00 - 5:00 p.m. Additional Private Review of Documents

5:00 - 5:30 p.m. Travel from JFK Library to Hotel

7:00 p.m. Board and Staff Dinner

Friday, March 24

7:00 - 9:00 a.m. Jack does morning radio interviews

9:30 - 10:00 a.m. Board Media Availability at Meeting/Hearing
Site

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Friday, March 24 (continued)

10:00 a.m. - 12:00n Board Public Meeting/Hearing

Note: Since there is no JFK

Library visit on Friday

be under this alternative schedule, the hearing would
Tip conducted at either the JFK Federal Building or the
O'Neill Building, both more convenient to the hotel.

12:30 - 1:30 p.m.

Board Lunch

1:30 - 3:00 p.m.
necessary)

Private Board Meeting/Debriefing (if

3:00 p.m.

Board Departs Boston