



Wallingford 350th Parade Committee

February 7, 2018

Minutes

Attendees – John Sullivan, Larry Russo, James Zandri, Jonathan Chappell, Dawn Lindauer, Colin Benard

Absent - Robert Parisi, William Celata

Location - Stillwood Inn 1074 S.Colony Street

Meeting opened at 6:15 PM - Chairman Sullivan

Minutes of 1/24/18 Meeting approved –

Agenda Items:

- Minutes of 1/24/18 Approved - unanimous
- **Establish Regularly Scheduled Meetings/Frequency/Location** – Discussion opened by Chair – All members agreed that beginning in March 2018 the Committee will meet the second and fourth Wednesday's of the month at 6:00 PM in the conference room of Zandri's Stillwood Inn. It was also agreed that each "Director" would hold separate meetings with their teams and report out at the monthly meetings with the Parade Leadership Team on their teams progress
- **Establish a roster and email list of Parade Committee Members** – Chair sent communications to both Chairs of the 350th Celebration and Secretary requesting names and email addresses on 2/7/18
- **Discuss Parade Route Options – Logistics** – Chair Sullivan and Vice-Chair Russo met with Chief William Wright to discuss possible parade routes. Chief Wright pledged his support and offered use of the Police Departments Emergency Mobile Control unit to assist in logistics. Chief Wright and Lt. Demaio will care for all permitting and communications with the State of Connecticut as well as provide notifications of road closures. Lt. Anthony Demaio has joined the 350th Committee as our Public Safety lead – We welcome Lt. Demaio

Two Parade route options were discussed:

- I. **Assemble Choate School** and stage on all side streets from Christian Street to Maplewood – Parade starts on N. Main and North – proceeds down N. Main – crosses Center to S. Main to Ward – Left on Ward – Right on S. Elm – Cross Center to N. Elm finish N. Elm and Christian Total length 2 Miles – **Concerns** – Approval to use Choate properties – Overlap of first units with units in the staging process
- II. **Assemble LHHS** bus participants to staging areas located from Choate property – and Christian Street to Maplewood – Parade starts N. Main and North Streets –



proceeds down N. Main – crosses Center to S. Main – S. Main to S. Elm – S. Elm to intersection Pond Hill – left on Pond Hill and back to LHHS Total length 3.4 miles – **Concerns** - Approvals to use Choate properties and total distance of Parade at 3.4 miles.

Further discussions will take place at the 3/14/18 meeting with a final decision on the Parade route no later than the 3/28/18 Meeting. We will look to our Logistics Director William Celata to provide recommendations along with Lt. Demaio

- **Review and Discuss 1970 Parade Documents**

- i) **Divisions** – Chair Sullivan shared documents he acquired in the reference section of the Wallingford Public Library that reflected the number of Divisions in the 300th Tercentenary Parade. Divisions numbered 12 with a total of 241 units – The Committee’s desire is to plan for a parade similar in scope
- ii) **Participants** – Director Colin Benard informed the Committee that he would seek counsel from planners of the New Haven St. Patrick’s Day Parade and Macy’s Thanksgiving Day parade. Mr. Benard will invite the planners to a future Committee meeting, but no sooner than April of 2018 due to New Haven St. Patrick day commitments.

- **Discuss Leadership Roles – Jonathan Chappell** agreed to be the Committees Financial Director and will partner with Celebration Chairs Devaney and Mansfield to discuss fundraising and sponsorship options – There are concerns that without one primary fundraising process for the entire 350th Celebration, that each facet of the week-long celebration may solicit the same corporations for sponsorships.

Colin Benard has agreed to fill our Military Consultant role. Mr. Benard brings extensive experience to his position and has a large number of contacts that will be extremely beneficial to our success. **Dawn Lindauer** is considering a leadership role on the Committee as well

- **Round Table Discussion** – Numerous topics were discussed including the type of parade the Committee is planning to have. All attendees agreed the **parade should be a fun event** and pay homage to the town’s timeline history from 1670 to the present day. The goal is to have numerous local schools, organizations and corporations participate in the parade. The committee will than expand the circle to all towns in Connecticut and National organizations.

Chairman Sullivan suggested two (2) **LIVE Performance locations** along the parade route, one to be located at the intersection of Center and Mains in front of the main reviewing stand, the other to be located in a primary viewing area of the parade route.

Special Thanks to Jim Zandri of the Stillwood for feeding the Committee at our last two Director meetings. We appreciate your generosity



Wallingford 350th Jubilee Committee

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Good

Thoughts – To Bob Parisi and Bill Celata. Hope you both feel better.

Parade Committee Positions include:

- Chairman - John Sullivan
- Senior Advisor - Robert F. Parisi
- Vice-Chairs - Larry Russo - James Zandri
- Finance Director – Jonathan Chappell
- Logistics Director - William Celata
- Band Coordinators (2) - Open
- Military Consultant (2) – Colin Benard
- Historical Committee -Open
- Float Directors (3) -Open
- Secretary (1) - Open
- Divisional Directors (12) All Open
- Safety Coordinator(2) Open
- Live Performance Director – Open
- Sound Director for Live Performances - Open
- Public Safety – Lt. Anthony Demaio WPD

Next Meeting - Scheduled for Wednesday March 14th 6:00 PM @ Zandri's Stillwood Inn. Please use office entrance in rear

Submitted -

John J. Sullivan
Chairman