



**Town of Wallingford ♦ Connecticut
Jubilee Parade Committee**

Regular Meeting Minutes

March 20, 2018; 6:30 PM

East Wallingford Volunteer Fire Department, Kondracki Lane

Call to order:

Parade Committee chair John Sullivan called the meeting to order at 6:32 PM.

Attendees:

Jonathan Judd, Dawn Lindauer, John Sullivan, Cathy Granucci, Dawn Tatro, John Hrchowsik, Larry Zabrowski, Jim Seichter, Lt. Anthony DeMaio, Gary Casanova, Rich Heidgerd, Mary Hildebrandt, Gina Nero, Sharon Whitehouse, Marty Mansfield, Bill Celata, Nora Rightmer, Kurt Treiber

Pledge of Allegiance.

Approve January 16, 2019 Minutes:

Motion: Bill Celata; **Second:** Jim Seichter; **Motion:** Passed

Discussion Items:

1. **Chair Report:** John Sullivan provided expected financial costs associated with the following areas:
 - 1) Entertainment: \$45,000
 - 2) Port-o-lets: \$3,600
 - 3) Portable Bleachers: \$11,400
 - 4) Shuttle Buses: \$10,000

The total dollar value of the requests for the 2018/19 budget is \$70,000. John has several purchase orders ready to go, the Shriners / Funsters are the first to provide a contract. They have a few conditions they will need to be provided. John will send the contract to Town Hall for payment arrangements.

2. **Financial Director:** Jonathan Chappell was not present, no report.
3. **Fundraising Director:** Dawn Lindauer is trying to contact Choate, and is coordinating with the Jubilee Committee for the Holiday Cinemas for the movie advert.
4. **Parade Director:** No report was given.

Wallingford 350th Jubilee Parade Committee

Headquarters: 128 Center St, Wallingford, CT 06492 ☎ (203) 284-1807

• *Mailing Address:* c/o 350th Parade Committee, Town Hall, 45 South Main Street, Wallingford, CT

• www.wallingford350.org ♦ Email: wallingford350paradecomm@gmail.com



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5. **Logistics Director:** Bill Celata marked up a paper large map with the parade route and services.
Emergency Services is gearing up for two portable hospitals, Midstate Medical is checking if Hartford Hospital can assist. Two doctors, two nurses, the SHERPS will be available.
Schools have been reserved, Bill showed the six parking shuttle bus routes and the bleacher locations.
6. **Float Directors:** Kurt Treiber, Wallingford Town Risk Manager discussed many of the float parameters in terms of route, liability insurance, vehicle registration & insurance, turning radiuses, risk waivers for marching units to sign, float lengths, safety inspections, and others.
Jim Seichter suggested two forms, one for all parade participants and an additional form for floats.
7. **Fife and Drum:** Dawn Tatro is continuing to compile the list of fife and drum units across the region.
8. **Food Trucks:** Mary & Gina need contracts from the town to prepare purchase orders, set pricing levels, and classify each location as premium or regular. The Public Health department might have some information.
9. **Entertainment:** Johnny Rozz is putting together the public address, sounds, and how to map the circuits and systems. Electrical access points can be provided by the Wallingford Electric Division.
10. **Police Report:** Lt. Anthony DeMaio discussed some of the barriers to block the streets, along with other details of the security plan.

Round Table:

Next workshop will be at 6:30 @ Zandri's on Wednesday night March 27, 2019.

Next Parade Committee Meeting:

April 17, 2019

East Wallingford Volunteer Fire Department 6:30 PM

Adjournment:

A motion to adjourn at 7:57 PM was made.

Motion: Jim Seichter; **Second:** Lt. Anthony DeMaio; **Motion:** Passed

Minutes submitted by

Jonathan C Judd, Secretary.

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