



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

Regular Meeting Minutes

November 20, 2019; 6:33 PM

East Wallingford Volunteer Fire Department, Kondracki Lane

Call to order:

Parade Committee chair John Sullivan called the meeting to order at 6:30 PM.

Attendees:

John Sullivan, Jonathan Judd, Bill Celata, Marty Mansfield, John Yusza, Sharon Whitehouse, George Wruck, Larry Zabrowski, Nora Richtmer, Michael McCann, Karen Ciosek, Les Forbes, Charlie Park, Gina Nero, Mary Hildebrandt.

Pledge of Allegiance.

Approve Minutes from October 16, 2019:

Motion: Sharon Whitehouse; **Seconded:** Marty Mansfield; **Motion:** Approved

Discussion Items:

1. **Chair Report:** John gave a recap of the multiple marching units and musical acts committed. Choate has offered the use of the Worth Johnson Athletic Center facility for any acts that need to change into outfits.
Acts have been booked and we have ~\$50K earmarked now. There will be a ~\$20K reserve contingency fund. The parade is on budget right now.
2. **Financial Director:** Jonathan Chappell was not present. No report given.
3. **Fundraising Director:** Dawn Lindauer was not present. No report given.
4. **Volunteers:** Sharon Whitehouse has contacted some of the volunteers, still only a few at this point in the day.
5. **Jubilee Committee:** No report was given.
6. **Parade Director:** Dawn Tatro's report as read out by John Sullivan.
7. **Logistics Director:** Bill Celata & John needs to discuss the stepping off point by starting on Christian Street. Fire Department and EMS have a few concerns regarding First Aid stations, locations are locked down. There will be two pop-up hospitals set up at Doolittle and Lyman Hall.

The Food Trucks can't be besides the building at Lyman Hall and Moses Y, so they will need to move to another location within those areas. The Radio Club is on board with assisting with the communication plan.

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: 350paradechair@gmail.com



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8. **Float Directors:** The first Float Workshop on December 10th at 6:30 PM. Information packages will be handed out and new participants will be signed up. Also expect to have the police and Risk Management present.
9. **Fife and Drum:** Dawn Tatro still reviewing applications.
10. **Food Trucks:** Mary & Gina worked with John Sullivan & Jim Zandi to continue developing their plan. Jim gave first-hand experience regarding his own food truck in actual events.
11. **Entertainment:** Johnny Rozz was not present. No report given.
12. **Police report:** Lt. Anthony DeMaio was not present. No report given.
13. **Website:** The food truck application will be installed on the parade website by Ryan at Wallingford Computer

Public Comment: None

Round Table: None

Next Parade Committee Meeting:

December 18, 2019

East Wallingford Volunteer Fire Department 6:30 PM

Adjournment:

A motion to adjourn at 7:27 PM was made.

Motion: Bill Celata; **Second;** Larry Zabrowski; **Motion:** Passed

Minutes respectfully submitted by
Jonathan C. Judd, Secretary

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