



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

Regular Meeting Minutes

October 20, 2021; 6:30 PM

East Wallingford Volunteer Fire Department, Kondracki Lane

Call to order:

Parade Committee Chair Jonathan Judd called the meeting to order at 6:31 PM.

Attendees:

Jonathan Judd, Bobbie Dise, Lisa Powers, Tim Clark, Bill Celata, Johnny Rozz, Sharon Whitehouse, Greg Whitehouse, Capt. Michael Colavolpe, Marty Mansfield

Pledge of Allegiance.

Approve Minutes from September 20, 2021:

Motion: Bil Celata; **Seconded:** Greg Whitehouse; **Motion:** Approved

Discussion Items:

- **Chair Report:**
 - 1) We are still working on the local civic and business units and will continue throughout the autumn.
 - 2) Jonathan noted that the two bands performing on the Show Mobile / stages before the parade have been contacted and confirmed.
 - 3) Sound Systems need a one hour meeting to get the details sorted.
- **Signage:** We have templates and mock-ups of the various signs.
 - a. Jonathan created an inventory of what is needed on parade day.
 - b. Lisa Powers has gotten a few RFP quotes to do the design that would be ready for the print shops.
 - c. We need vector or PNG logos from sponsors and the 350 +2 from the Jubilee committee, next need to call or visit sponsors for banners
- **Volunteer Directors:** Greg and Sharon Whitehouse – listed below are some roles needed to coordinate volunteers.
 - a. Sponsors Bleacher Usher / Planner: 10 Ulbrich, 6 Masonicare, 6 Choate, 6 Allnex, 6 Barros (Delorean) + 18 town council, 18 Board of Ed, etc.
 - b. Lyman Hall Check In Booth
 - c. Purser to and out checks after parade
 - d. Mummers Host / Delorean Host

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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- **Jubilee Committee:** Marty Mansfield. All on target, finalizing planned events which are scheduled for this celebration.
- **Logistics Director:** Bill Celata will contact the Wallingford Public TV Show for us to promote.
- **Float Directors:** Tim, Jim, & Larry. Will coordinate float setup workshop early next year to review requirements and check list as they did last year.
- **Fife and Drum:** Dawn Tatro is preparing a new set of letters to send to the Fife & Drums that have not yet responded, notifying them of our December 31, 2021 deadline. These acts also need to send an invoice with the number of marchers, requested fee, and the parade information.
- **Food Trucks:** Food trucks might be eliminated and replaced with a complimentary snack after the parade for the marchers.
- **Entertainment:** Johnny Rozz working on getting characters for the parade.
- **Security:** Captain Colavolpe was introduced as the new police department liaison. All on target for the parade and will need finalized plans a few months prior to the parade.
- **Website:** The website URL has NOT been paid through October of 2022, scam letter sent to Hubcap. TBD if Go Daddy will be paid, checking w/ John Sullivan. Will review and send updates.

Public Comment: None

Round Table:

Bob Devaney asked for these topics to be discussed *in absentia*:

- The Winter Stroll
- Install Parade Route Signs
- Drum Corps
- Military Units
- CTANG Fly-over (6 months out)
- Old Saybrook Torchlight Parade

Dawn Tatro, also *in absentia*, asked for the committee to consider if we want to march in the 2022 New Haven St. Patrick's Day Parade, reminder that we won the Best Civic Non Profit award in 2019, so we have a title to defend.

Next Parade Committee Meeting:

November 17, 2021 (December 15 meeting will remain on schedule as planned)
East Wallingford Volunteer Fire Department 6:30 PM

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Adjournment:

A motion to adjourn at 7:34 PM was made.

Motion: Marty Mansfield; **Second:** Johnny Rozz; **Motion:** Passed

Minutes respectfully submitted by
Bobbie Dise, Secretary

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