



Town of Wallingford ♦ Connecticut

**Wallingford 350th
Parade Committee**

Regular Meeting Minutes

July 25, 2018

6:30 PM

East Wallingford Volunteer Fire Department, Kondracki Lane

Call to order:

Parade Committee chair John Sullivan was not in attendance, co-chair Jonathan Chappell called the meeting to order at 6:30 PM.

Attendees:

Jonathan Judd, Colin Bernard, Dawn Tatro, Jonathan Chappell, Larry Zabrowski, Sharon Whitehouse, Greg Whitehouse, Bob Parisi.

Pledge of Allegiance.

Approve July 11, 2018 Minutes:

Motion: Bill Celata; **Second:** Sharon Whitehouse; **Motion:** Passed

Public Comment:

None.

Discussion Items:

1. **Chair Report:** Jonathan recapped the meeting with Wallingford School Superintendent Dr. Menzo and noted his support for the educational facilities. Several points were discussed:
The worst case scenario is that the local high schools graduation might be June 19th, 2020 which could impact the set up for some of the Lyman Hall facilities. Marching Band uniforms will likely be turned in to the schools, but it was suggested that the school bands wear commemorative T-shirts instead.
Dr. Menzo suggested that two floats be completed, one for the east side and one for the west side.

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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It Wallingford School System offered the printing & folding services for the newsletter that will be inserted into the 25,000 customers July 2016 Wallingford Electric Division monthly bill.

A new Facebook page was created, there is a need to combine the social media & website platforms. Larry Russo is the point contact for this.

2. **Financial Director:** Jonathan Chappell made note of the Board of Education's in-kind contributions for the Parade.
Bob Parisi has reached out to the Rotary and Quinnipiac Chamber of Commerce. Dawn & Jonathan Chappell will continue sponsorship drives.
3. **Fundraising Director:** No report given as Dawn was absent. However, we have the first Bronze level cash sponsor as Dawn received a large contribution from a local business.
4. **Parade Director:** Colin Bernard, Jim Seichter, Larry Zabrowski, & John Sullivan met with Monica from the New Haven St Patrick's Day Parade to discuss some of the details around the marching units and divisions.
It is suggested that a list of volunteer roles and responsibilities.
There is a possibility that a list of parade participants could be imported into Parade Cloud.
5. **Logistics Director:** Bill Celata is continuing to work on the parking lots, drop-off locations, shuttles, and routes.
Bill reached out to Meriden regarding the portable bleachers and has not yet heard back from them.
An aerial map of Lyman Hall High School has been requested from the Town Engineer's Office and will be used to plot out the command center, food truck locations, marshalling areas for parade walkers, police mobile units, and other areas.
6. **Float Directors:** Larry & Jim will need to meet with the town Risk Manager, there are two concern with 1) live animals such as horses and 2) refueling vehicles on the parade report.
It is suggested that the Trail of Terror be contacted about helping with a float.
7. **Fife and Drum:** Dawn Tatro presented a template for a Hold Harmless agreement with the Town of Wallingford that could be used. Dawn also suggested that some of the more common FAQ be placed on the in-progress website. There is a direct link to the application in Parade Cloud.

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Round Table:

Bill suggested that Scott Hanley of Government Access TV to do a public service message.

Next Parade Committee Meeting:

August 8, 2018

East Wallingford Volunteer Fire Department

6:30 PM

Adjournment:

A motion to adjourn at 7:21 PM was made.

Motion: Bob Parisi; **Second:** Larry Zabrowski; **Motion:** Passed

Minutes submitted by Jonathan C Judd, Secretary.

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