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## Town of Wallingford ♦ Connecticut

### Wallingford 350th Parade Committee Meeting Minutes

**Meeting** - Parade Committee

**Date** – 10/17/18 6:30 PM

**Location** – East Wallingford Fire Department  
Kondracki Lane

- Chairman Sullivan opened the meeting at 6:31 PM
  
- Pledge of Allegiance
- Approve Minutes 9/19/18 – Motion made by William Celata/seconded by Dawn Lindauer – Unanimously approved by committee
- Public Comment - none
- Chairman Report – Chairman Sullivan
  - Wallingford Computer will build and manage Parade website
  - Chairman Sullivan shared the outcome of his discussion with the Mayor, Police and Fire Chiefs, Comptroller James Bowes and Risk Manager Kurt Triebert
  - Chairman introduced Ulbrich Steel as the “Signature Sponsor” of the Jubilee Parade
- Finance Report – Vice-Chair Jonathan Chappell
  - In Mr. Chappell’s absence Chairman Sullivan and Parade Liaison Lindauer reported out on donations to date \$3,900. Thank you notes have been sent and the current Parade account stands at 48,900.00
- Director Updates
  - Colin/Dawn – Order of Parade – No report as Colin had an excused absence
  - Bill Celata – Logistics
    - Mr. Celata is determining how many restrooms will be needed and placement – Chair will verify whose budget this expense would hit.
  - Dawn - Liaison – Discussed Google Docs
  - Dawn Tatta – Fife and Drum – No report

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### Wallingford 350<sup>th</sup> Jubilee Parade Committee

*Headquarters:* 128 Center St, Wallingford, CT 06492 ☎ (203) 2841807

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

• [www.wallingford350.com](http://www.wallingford350.com) ♦ Email: wallingford350paradecomm@gmail.com



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- Floats – Jim & Larry
  - Larry asked about inspection schedules for floats and when we will receive feedback on float specifications from Risk Manager - Chair discussed float specs with Mr. Triebert and he will provide feedback no later than December. Chair also discussed float inspections with Police and Fire Chief, each department will provide assistance in ensuring floats meet safety and Dept. of MV registration requirements.
- Entertainment – Johnny Roz
  - Johnny informed the group he has enough equipment to provide PA for Center Street Stage/273 South Elm Street stage and Lyman Hall H.S. Chairman Sullivan asked if PA was needed in the North Main Street staging area? Mr. Celata feels it would not be necessary but will give the matter consideration
- Website – Larry Russo
  - Wallingford Computer is donating their services to build and manage the Parade website – Larry Russo and Chairman Sullivan met with Ryan of Wallingford Computer on Tuesday, 10/16/18. Preliminary work is currently being done that includes, drone overview of parade route, elements of website, and gathering historical data.
- Food Trucks and Concessions – Mary & Gina
  - Mary and Gina have identified sites for food trucks that include: Lyman Hall, Doolittle Park, Moses Y. Beach, and Pat Wall Baseball Field. Simpson Court will be dedicated space for local restaurants. Discussion on what to charge Food Trucks was also discussed and ensuring proper permitting and health certifications are in place.

Motion made to adjourn – Dawn Lindauer – Second Bill Celata – Unanimous approval – Meeting adjourn 7:40 PM

Minutes submitted by Chairman John Sullivan on 10/18/18

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**Town of Wallingford ♦ Connecticut**

Thanks to Chief Bill Celata for allowing us the opportunity to use the East Wallingford Volunteer Fire Department.

Regards,

John Sullivan  
Chairperson  
Wallingford 350<sup>th</sup> Parade Committee

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