



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

Regular Meeting Minutes

March 21, 2022; 6:32 PM, East Wallingford Volunteer Fire Department, Kondracki Lane

Call to order:

Parade Committee Chair Jonathan Judd called the meeting to order at 6:32 PM

Attendees:

Jonathan Judd, Bobbie Dise, Cathy Granucci, Sharon Whitehouse, Gregg Whitehouse, Capt. Michael Colavolpe, Jim Seichter, John Rozz, Larry Zabrowski, Marty Mansfield, Bill Celata, Bob Devaney, John Ruzz, Tim Clark

Pledge of Allegiance.

Approve Minutes from February 21, 2022:

Motion: Gregg Whitehouse; **Seconded:** Cathy Granucci; **Motion:** Approved

Discussion Items:

Chair Report:

- 1) Working on getting a 1915 fire truck from Prospect for the parade.
- 2) Meeting schedule change to the 3rd Monday in the month, next meeting is Monday April 21. Then in May and June back to 3rd Wednesday of the month.
- 3) Jonathan, Sharon and Gregg will meet to discuss the various volunteer positions, primarily the role of the Parade Marshals.
- 4) Jonathan and Cathy will reach out to a known person to assist with finishing the newsletter to insert in the Wallingford Electric Bills this spring.
- 5) Need to coordinate getting all the committees members together for a group picture in front of Wallingford Town Hall for the Record Journal.
- 6) Golf carts were donated from various clubs for parade usage.
- 7) Discussed locations of hanging Ulbrich signs and 350th Parade signs on stage and bleachers.

Signage:

- 1) Lisa absent but stated all is on target for the signs.

Volunteer Directors:

- 1) Greg and Sharon still need volunteers. Searching for more options.

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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- 2) Will help with newsletter asking for more volunteers and continue with facebook.
- 3) Discussed if could go to local sponsors to get volunteers to carry their banners.
- 4) It was suggested that they pass out flyers during the April 2nd Quinnipiac River Linear Trail cleanup looking for volunteers.
- 5) Meeting next week with the parade marshals.

Jubilee Committee:

- 1) Marty Mansfield. Nothing new to report.

Logistics Director:

- 1) Bill Celata gave an updated plan for the staging area.
- 2) Working with bus company on pricing and how many buses we need for the parade.
- 3) Following up to see if possible to use generators vs electrical cords in some areas for safety reason.
- 4) Need an estimate about how many participants are in the parade.
- 5) Need more meetings as the parade is getting closer and more details need to be worked out.

Float Directors:

- 1) Tim and Larry noted that most insurance carries provide the ACORD-25, although some (such as Hagerty) does not. We can check with Risk Management to see if a standard Certificate Insurance is acceptable. Some local groups have a national car club umbrella policy, we need to determine if this would be doable.

Fife and Drum:

- 1) Dawn Tatro was absent, nothing new to report.

Food Trucks:

- 1) Rajan working with food trucks in town for commitments. Following up on what is needed for them or any specific requirements from town.
- 2) What is the best time for the food trucks to arrive at Lyman Hall so he can contact the vendors. Need to map out area for their set up.

Website:

- 1) Nothing new to report.

Entertainment:

- 1) Johnny Rozz presented a few option for the Public Address (PA) set up for the various stages and Reviewing Stand. He is working on an overall plan of characters and bands.

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- 2) Requested reserved parking for some of the participants in the parade.
- 3) Discussed contacting the bands and seeing what their requirements are.

Security:

- 1) Captain Colavolpe briefly spoke about the South Elm Street and Center Street road closures.
- 2) Stated needing signs for area of muskets and cannons so spectators are aware of them.
- 3) Received the permit from the state for the road closures.

Videography:

- 1) Zac discussed use of 4 cameras and will scout the area for the best location to place some. 2 should be stationary and 2 floaters.
- 2) Need to know what type of electronics is available for them.
- 3) Asked if we had a MC to announce the parade participants' information.

Public Comment:

- 1) None

Round Table:

- 1) Bob: Hundreds of tee shirts were ordered and delivered.

Next Parade Committee Meeting:

April 18, 2022, Monday, East Wallingford Volunteer Fire Department 6:30 PM

Adjournment: A motion to adjourn at 8:05 p.m. was made.

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

Minutes respectfully submitted
by Bobbie Dise, Secretary

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