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

**Regular Meeting Minutes**

January 15, 2020; 6:30 PM

East Wallingford Volunteer Fire Department, Kondracki Lane

**Call to order:**

Parade Committee chair John Sullivan called the meeting to order at 6:31 PM.

**Attendees:**

John Sullivan, Jonathan Judd, Sharon Whitehouse, Greg Whitehouse, Mike Kudrick, Shinichi Boman, Lew Widener, Christine Mansfield, Lt. Anthony DeMaio, Bill Celata

**Pledge of Allegiance.**

**Approve Minutes** from December 18, 2019:

**Motion:** Sharon Whitehouse; **Seconded:** Mary Hildebrandt; **Motion:** Approved

**Discussion Items:**

1. **Chair Report:** John gave a recap of the parade committee. He noted that there are many acts booked, and many local civic groups are also participating. Most groups that will receive honorariums have submitted invoices.  
Parade steps of at 1:30 PM.  
Another letter will be sent in the Electric Division during the spring.
2. **Financial Director:** Jonathan Chappell's report was given by John.
3. **Fundraising Director:** Dawn Lindauer was not present and no report given.
4. **Volunteers:** Greg and Sharon Whitehouse reported that the water stations volunteers are set. They would like to have a Volunteer Workshop similar to what we did for the floats.
5. **Jubilee Committee:** Christine Mansfield noted that the Record-Journal will assist with the announcements and notifying local civic groups that they can submit an application, although time is running out.
6. **Parade Director:** Dawn Tatro's report was read out by John Sullivan.
7. **Logistics Director:** Bill Celata should have maps drawn up, divisional staging area, and Lyman Hall Command Center.  
Communication Radios will have its own frequency and will be used at various locations. Other channels will be used by the HAM Radio clubs.  
Around eight 10' x 10' pop up tents could be needed.

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

*Headquarters:* 128 Center St, Wallingford, CT 06492 📞 (203) 284-1807

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

• [www.wallingford350.org](http://www.wallingford350.org) ♦ Email: [350paradechair@gmail.com](mailto:350paradechair@gmail.com)



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## Town of Wallingford ♦ Connecticut

Public Works plan is being put together for the Show-Boat and platforms and other details.

8. **Float Directors:** The second Float Workshop will be on Tuesday January 21, 2020. Information packages will be handed out and new participants will be signed up.
9. **Fife and Drum:** Dawn Tatro still reviewing applications.
10. **Food Trucks:** Mary & Gina are waiting for the application form to be loaded.
11. **Entertainment:** Johnny Rozz was not present. No report given.
12. **Police report:** Lt. Anthony DeMaio noted that large DOT signage will be put up a few days before the parade.  
Residents who live on the parade route itself need to be prepare for a few hours' disruption for medical supplies deliveries, meals on wheels, parcel deliveries, and other items. Emergency medical services will always be available.
13. **Website:** Changes will continue to be made as needed by Ryan.

**Public Comment:** None

**Round Table:** None

### Next Parade Committee Meeting:

January 15, 2020

East Wallingford Volunteer Fire Department 6:30 PM

### Adjournment:

A motion to adjourn at 7:18 PM was made.

**Motion:** Greg Whitehouse; **Second;** Gina Nero; **Motion:** Passed

Minutes respectfully submitted by  
Jonathan C. Judd, Secretary

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