



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

Regular Meeting Minutes

Monday April 18, 2022; 6:32 PM,

East Wallingford Volunteer Fire Department, Kondracki Lane, Wallingford CT

Call to order:

Parade Committee Chair Jonathan Judd called the meeting to order at 6:35 PM

Attendees:

Jonathan Judd, Dawn, Tatro, Bobbie Dise, Cathy Granucci, Lisa Powers, Capt. Michael Colavolpe, Jim Seichter, John Rozz, Larry Zabrowski, Tim Clark, Bill Celata, Rajan Doering, Christina Bousfield, Bob Devaney, Shinchu Boman, Kurt Treiber Jr, Greg Whitehouse, Zac Boulter; Kathy Lilley, Cate Beaumont

Pledge of Allegiance.

Approve Minutes from March 21, 2022:

Motion: Bill; **Seconded:** Jim; **Motion:** Approved

Discussion Items:

Chair Report:

- 1) Jonathan & Sharon completed the Parade Newsletter which has been printed and sent to the Wallingford Electric Division for inserts into their mailings of bills starting now for one cycle.
- 2) Meeting schedule returns to the 3rd Wednesday of the month, next ones are Wednesday May 18th & June 15th.
- 3) We have two new volunteers who will help out with social media, right now to concentrate on Facebook, and downplay Twitter, Instagram, Tik Tok, etc.
- 4) Tarn Granucci helped out with the parade article appearing in the late April edition of the Wallingford Magazine.
- 5). All of the contract riders of the four bands have been procured. Need to reserve two large pup tents

Signage:

- 1) Jonathan and Lisa gave the most recent set of signage templates to Ashley for design, we expect these soon and will send for printing.
- 2) Test prints of the Ulbrich and Jubilee banner were produced that will drape near the bleachers & Reviewing stand.

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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3) Request that any other needed signs be sent to Lisa & Jonathan ASAP so we can get them into the bulk print job.

Volunteer Directors:

- 1) Greg stated they are trickling in but need many more. Trying different avenues.
- 2) Need shuttle attendants and other roles.

Jubilee Committee:

- 1) Marty Mansfield. Not in attendance, Bob Devaney noted all other Jubilee Week activities on target.

Logistics Director:

- 1) Bill Celata will finalize the staging location for the South Elm Street band.
- 2) Meetings planned with the Fire Department and Public Works to finalize things.
- 3) The golf carts are still being recruited by Bob Parisi.

Float Directors:

- 1) Tim and Larry will start collecting the ACORD-25 and COIs for the 45 / 50 vehicles and floats, several have already been collected.
- 2) Back to the Future Delorean paperwork will be handled by Jonathan.

Fife and Drum:

- 1) Dawn Tatro is preparing the parade orders.

Food Trucks:

- 1) Rajan will start to notify the food trucks, total of 3 or 4 from 12:00 - 4:00 p.m.

Website:

- 1) Website has been updated, will need the Road Closures list from the Wallingford Police Department. There may be one or two more updates between now and parade day.

Videography:

- 1) Zac stated they have new equipment
- 2) Access to Post Office, every outlet has an electrical outlet
- 3) Barricade across in front of the stage
- 4) Roamed around the parade route to figure out best location for cameras.

Entertainment:

- 1) Johnny Rozz went over the entertainment plan.
- 2) The South Elm Street area will require a lot of planning.

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Security:

- 1) Captain Colavolpe will need to provide the final road closures updates.
- 2) Jonathan submitted the purchase order for the variable message board.
- 3) Road closures signs will be needed by end of May.

Public Comment: None

Round Table: None

Next Parade Committee Meeting:

Wednesday, May 18, 2022,
East Wallingford Volunteer Fire Department 6:30 PM

Adjournment: A motion to adjourn at 7:50 p.m. was made.

Motion: Jim; **Second:** Cathy; **Motion:** Passed

Minutes respectfully submitted by
Bobbie Dise, Secretary

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