

Trumbull Day Commission
Meeting Minutes
January 31, 2013

Commissioners present: John Karpowich, Elizabeth Mastroianni, Anne Fers, Veronica Lenzen, Charles Letezeio,
Others present: Kathleen Donahue, Mitch Hallock, Joanne Glasser Orenstein Amy DeZenzo, Barbara Whetstone, Edward Lavernoich

Chairman Karpowich called the meeting to order at 7:10 p.m.

It was noted for the record that Donahue, Hallock and Orenstein were nominees for the Commission, but had not yet received approval by the Town Council. Karpowich emphasized that Donahue, Hallock and Orenstein were welcome to participate in the discussions but were not able to vote until their nominations were approved.

The minutes of the January 22, 2013 meeting were reviewed. Several name misspellings were noted, and corrections were made. Karpowich motioned to accept the minutes as corrected; Lenzen seconded. The motion carried by a 5-0 vote.

Karpowich explained that the Secretary was in charge of all correspondence. He asked whether any of the subcommittees were prepared to make a report.

Fers stated that she had requested resident input on "We Are Trumbull" and received pages of comments with ideas for events and activities. She stated that the input she received indicated that many residents are excited about Trumbull Day returning. There were 76 messages/posts received. Some of the ideas suggested by respondents included: a country fair theme, a bake off, Seth Carley and his band, a car show, a seat belt simulator.

Mastroianni discussed the input she had received from "Trumbull Moms".

Whetstone explained that the Town's Fire Marshal was working on the technical provisions of the request for proposal (RFP) for fireworks. It was agreed that the RFP would need to be approved by the Commission prior to advertisement; the RFP document would be circulated to the Commission, which would provide input to the Chairman, and who could subsequently authorize the release/advertisement of the RFP. Lavernoich stated that the RFP was intended to ask for 3 fireworks show proposals from every respondent, at levels of \$20,000, \$25,000, and \$30,000. Whetstone addressed the cost of police overtime for the event; she stated that one of the previous events had a police overtime cost of approximately \$28,000.

There was a general agreement that a mission or a vision statement needed to be developed for the event. Numerous themes and concepts were discussed, with a general agreement occurring that "unity" should be a central theme of the event, and that a large entrance banner with the mission/vision would be desirable. A suggestion for the banner : Trumbull Day
Celebrating Our
Community

Other suggestions included: Trumbull Day: A celebration of Trumbull, past, present and future. Unifying the community through family, business and friendship.

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Karpowich asked if there should be discussion of the site layout. Lavernoich suggested that the committee focus on the attractions and components of the event; once a vision is determined, the logistics of site layout would need to be discussed with the Fire Marshal, Police Department, and potentially others. The discussion of the site layout was tabled.

There was a general discussion concerning social media and the most effective means of disseminating the information to the public. The positives and negatives of a website, twitter feeds, YouTube, Facebook, and other social media was discussed.

Karpowich stated that the Commission needed to be informed of whatever balances or funds the Town had available for the event, and that the Commission also needed to learn from any documentation of budgets from prior Trumbull Day events. It was requested that the information would be needed for the next meeting.

Karpowich stated that there was a need to alter some of the previously formed committees, and change certain committee assignments.

Karpowich motioned that the leadership of the Music and Band Committee be transferred from Karpowich to Fers. Lenzen seconded. The motion carried by a 5-0 vote.

Karpowich motioned that the leadership of the Hospitality committee be transferred from Fers to Karpowich. Fers seconded. The motion carried by a 5-0 vote.

Lavernoich reported on the schedule of the Barnum Festival. He highlighted that the Barnum Festival Fireworks were scheduled for Friday June 28th, and the Champions on Parade was scheduled for the afternoon and evening of Saturday June 29th. It was noted that if the Trumbull fireworks were held on Saturday night, that would not conflict with the Barnum Festival fireworks. Lavernoich reported that a date had not yet been established for the Barnum Festival Car Show. Karpowich asked Lavernoich to inquire about the possibility of the Barnum Festival Car Show occurring on June 29th as part of the Trumbull Day event.

It was decided that a board action should formally designate someone to authorize the advertising of the RFPs after the Commission had reviewed them. Karpowich motioned that he, as Chairman, would serve as the authorized representative of the Commission on this matter. Mastroianni seconded. The motion carried by a 5-0 vote.

Karpowich asked whether any other matters should be discussed. There were no requests for further discussion.

Karpowich made a motion to adjourn at 8:35 p.m. Lenzen seconded. The motion carried by a vote of 5-0.

Respectfully submitted,

Amy DeZeno
Clerk

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