

Trumbull Day Commission  
Meeting Minutes  
March 14, 2013

Commissioners present: John Karpowich, Veronica Lenzen, Mitch Hallock, Elizabeth Mastroianni, Anne Fers, Joanne Orenstein, Mike Reilly  
Others present: Al Beauchamp, Dan Neumann, Barbara Whetstone, Trista Morin, Frank DeMarco, Amy DeZenzo, Amy Lucas

Chairman Karpowich began the meeting at 7 p.m.

Dan Neumann was at the meeting to discuss the letter that was submitted by the ACE Foundation to be granted the right to be the event's exclusive "non-alcoholic drinks" vendor. This includes carbonated drinks, non-carbonated drinks, water, and juices. The foundation also asks to be responsible for collecting recyclable containers. Neumann also suggests a poster board on display at the event, describing the foundation. As of now there is no cost to the Town of Trumbull; however, ACE takes all the profit. Neumann gives a background of the foundation and its dedication to academic excellence through promotion of enrichment initiatives. ACE Foundation is a 501 ( c ) ( 3 ) not-for-profit organization who sponsors more than 50 groups throughout schools. The Foundation is currently working on a mock trial team going to nationals. ACE's aim is for no cost to students. They do not want parents to feel like they can't afford students' out of town activities.

Karpowich explained the letter will be taken under consideration.

Mike Reilly, a new member to the commission is now sworn in. He gave a brief description of himself and his affiliations with event production, production management, and experience with both for-profit and not-for-profit organizations. Reilly will be able to contribute a lot of assistance and resources to the commission.

Guest speakers Dr. Gary Cialfi, Asst. Superintendent and John Stafstrom, 2013 Barnum Festival Ringmaster, were unable to attend the meeting.

Guest speaker Al Beauchamp from USA Security Services Corporation attended the meeting to address any questions about the event and the extent of security measures. Beauchamp explained the corporation will work with all agencies, particularly police, to offset any additional costs they may bring. A major cost driver for the event is the police. USA Security service allows the event to have security personnel without having to pay the police price. The biggest concern of serving alcohol is brought up. Beauchamp addresses the concern by explaining the hot weather is more of a challenge that can lead to medical issues toward the end of the evening. He stresses the need to increase EMT personnel. Watering and cooling stations can also offset a lot of issues. In addition, having volunteers on the grounds can help with spot checking. Another issue may be the after affect of alcohol. Beauchamp will work with the timing of alcohol services once noting when the entertainment will be performing, as to anticipate the crowd. The issue of poor lighting and how to get people back to cars is addressed by supplying more lighting, security, and volunteers. The Town of Trumbull can control the security services

that are offered and provided but not the police.

Some alcohol measures that will be taken include the alcohol being fenced in, an ID scanner and breathalyzers if needed. Fifteen radios that allow the police to tap in will also be in use.

A question is brought up about a system that is used for nonviolence. Beauchamp explains a training course that the State of CT now provides that is 8 hours and is limited to handling an individual physically. The last thing the company will do is call the police.

Some general questions are asked of Beauchamp regarding the event. He suggests the headliner band goes on before the fireworks begin. He also brings up the use of the social networking website Twitter. Tweeting is a method that can be used to control the crowds. It is recommended that alcohol service ends no later than 8:00 pm. The security guards from the company are easily recognizable in gold polos. Some will be on foot, others will use golf carts. They will not be armed. An evacuation route is established once the company arrives at the event. Beauchamp also recommends that teachers and vice principals be present. They can be a big deterrent to the issue of underage drinking. Mike Reilly and Amy DeZenzo both expressed the security company is very good at what they do from working with them in the past.

There was a review of the minutes of the February 28, 2013 meeting. Anne Fers motioned to be appointed under the Music & Bands committee. Joanne seconded the motion. The motion carried by a vote of 7-0. The Security & Police committee appointment is changed to Charles Letezeio along with being appointed to the Beer & Wine committee. John Karpowich motioned to accept the amended minutes from the February 28, 2013 meeting. Veronica Lenzen seconded the motion. The motion carried by a vote of 7-0.

#### Chairman's report:

Kathleen Donahue has resigned from the Trumbull Day commission. An email was sent out suggesting a weekly meeting in the last month or two. The First Selectman sent a letter to the BOE about the specific elements of the alcohol tent. Serving alcohol on school property is against the law, so a waiver is required. The BOE is concerned of all issues that may occur on this day. Alcohol was a major issue. Other issues include alcohol sales, alcohol location, police presence, smoking, admission charges, liability of Board, other facilities needed, and the activities that would be provided. Another major concern of the BOE is off the grounds of Trumbull Day. There is a concern that students will bring coolers from Hedgehog road into the grounds. A full containment of the field is needed. Civil air patrol and cadets will also be patrolling the perimeter. The police are going to take care of the outer roads since police know the area and what they have to protect. Police are starting to set up where they will be and how many will be at points of entry and checkpoints. Police, EMS, and Fire will all have their own stand post.

#### Secretary's report:

A student submitted a poster as a possible flyer for Trumbull Day. A few additions may be necessary. It is being considered that students submit ideas for flyers to be used for Trumbull Day. Sponsorship opportunities were presented. There was a motion to accept the lower tier Trumbull Day sponsorship opportunities. The motion was seconded. The motion carried by a

vote of 7-0.

#### Report from PROMOTE:

They presented the preliminary budget.

Trumbull day will have a carnival! A contract with Maremma Amusements is in process. The company has very good references and has worked events such as the Milford Oyster Festival and Orange Country Fair. Maremma Amusements is willing to work with us and be accommodating. They are willing to supply rides, games, and small carnival food. There was discussion about the split 75 to 25 or 70 to 30 if a certain gross was reached. The idea was thrown out to pay one price that includes rides. If this is the case, Maremma wants a guarantee of \$25 to \$30 K. There is the issue of people not coming because they don't want to pay for rides that they won't go on. Pros and cons need to be analyzed. People have been saying Trumbull Day is too expensive because of the ride bracelets. There is a general consensus to agree that one inclusive price is not adopted. Maremma rides include swings, Ali Babba, tilt-a-whirl, and a giant ferris wheel. There are about 12 big rides and 6 kiddie rides. Maremma will give \$100 to Trumbull for every game he brings in. There is an option for the food: 25% ice cream, 25% candy apples and 25% cotton candy. There was a general discussion on the attractiveness to pay one lump fee instead of paying throughout the day. Different people are attractive to the different scenarios. If children's tickets were cheaper that could be effective in which way to go. The other option is to pay tickets individually. There is a family pack available for \$20 for 24 tickets. Rides are 2 to 3 dollars. Specific numbers have not been negotiated. Maremma is the only option available.

Mike Reilly motioned to not offer a POP price at Trumbull Day. Vote 6 agree, 0 opposed, 1 abstention. Veronica Lenzen motioned to move forward with the split structure of payment for Maremma Amusements. Elizabeth Mastroianni seconded the motion. The motion carried by a vote of 7-0. Veronica Lenzen motioned to authorize John Karpowich as Chairman to sign the contract with Maremma Amusements. Elizabeth Mastroianni seconded the motion. The motion carried by a vote of 7-0.

A meeting was held with the police dept. and health dept. Thirty dollars needs to be paid by each food vendor to Trumbull Monroe health dept. An issue at the event is going to be parking. Chief Kiley is ready to work with the commission to make it a safe event. The carnival will not be in front of Hill Crest. It was mentioned that anyone donating over \$10,000 goes to fireworks. There was concern of \$42,000 going to BOE property maintenance. There is an option to pay an outside contractor to maintain the fields at \$1.00 per square foot. Question of this number will change if there is no carnival. A meeting will be held with Dimitri next week to help reduce the risk. It is discussed that much of the carnival will be on black top. The Fire Dept. expense of \$3,000 was brought up. Amy explains there is a state statute that if there are fireworks, they need to have the fire trucks and police officer present. Beer and wine prices were used for purpose of calculating and have not yet been determined.

A general discussion was held in regards to the rental equipment. The prices of the rentals was passed around. Abbey Tent & Party Rentals, Inc. is the cheapest vendor for the tables and chairs which cost \$8.75 and \$1.40 respectively. A quote from Radio One offers 15 two-way radios which includes antennas and batteries, for a total of \$71.25. United Rentals gave a quote

of \$3,086.91 for the rental of 6 lighting towers. A decision needs to be made soon on which porto-potty company will be used. United Site Services' total quote for 81 restrooms, 5 wheelchair accessible restrooms, and 12 station sinks will cost \$6,415.40. The second company A Royal Flush, Inc. will cost \$4,580 for 50 restrooms, 2 wheelchair accessible, and 6 double-sided sinks.

A motion is made for Mike Reilly to assist in handling equipment rentals. Joanne Orenstein seconded the motion. The motion carried by a vote of 7-0. John Karpowich motioned to authorize Mike Reilly and Elizabeth Mastroianni to make decisions on rental companies and take them to Tim for signing of the contract. Veronica Lenzen seconded the motion. The motion carried by a vote of 7-0.

Subcommittee report:

Veronica Lenzen motioned that we accept specialty food vending and their contract. Joanne Orenstein seconded the motion. The motion carried by a vote of 7-0.

Barbara Whetstone and Joanne Orenstein suggested prices for food vendors. For-profit vendors should be charged \$400 and non-profit vendors should be charged \$200. The importance of water being readily available is brought up again. It is important to reduce the chances of dehydration as well as deter alcohol intake. Joanne Orenstein motioned to give ACE the exclusive right to sell non-alcoholic beverages within the area of the food tent. The motion was not seconded. Elizabeth Mastroianni motioned that we remove the word "exclusive" from the ACE Foundation request, but keep that they are allowed to take the bottles and containers for redemption. Motion seconded by Veronica. Vote of 7-0.

The discussion of how much should vendors be charged continued. Mike Reilly motioned to charge for-profit food vendors \$475 and non-profit food vendors \$200. Anne Fers seconded the motion. The motion did not carry due to a vote of 0 agree, 5 opposed, and 2 abstentions. Mike Reilly motioned to charge for-profit food vendors \$600 and non-profit food vendors \$300. Anne Fers seconded the motion. The motion carried by a vote of 6-1 abstention.

Entertainment for Trumbull Day was discussed. Anne Fers suggested having an open mic, dance troops, and gymnastics groups perform. Having a DJ play in between bands was also a suggestion. Fers is looking for local bands to perform to draw a local crowd in. A band named "What Up Funk?!" is available for \$1,200. Another band "Remember September" is being sponsored for the event, so there would be no cost for this band. Local radio stations may be interested in being the DJ in between performances as well. It has been confirmed that the Trumbull Police dept. will do the show with the dog. Mastroianni is trying to get a seatbelt simulator and Amber Alert truck as well, all of which will be of no additional cost. Veronica Lenzen motioned to give all performers and if necessary, their instructor free admission to Trumbull Day. Joanne Orenstein seconded the motion. The motion carried by a vote of 7-0.

The question was raised in regards to who would be going before the Board of Education. It was decided that Charles Letezeio, alternates -Elizabeth Mastroianni, and Anne Fers would attend the meeting with the Board of Ed. A meeting will be held next Thursday, March 21, 2013 to decide on an admission price.

Karpowich motioned to adjourn the meeting. The motion was seconded. The motion carried by a vote of 7-0. The meeting adjourned at 10:45 p.m.

Respectfully submitted,

Amy Lucas  
Clerk