

Corrected minutes
6/6/2013

Trumbull Day Commission
Meeting Minutes
May 23, 2013

Commissioners Present: Veronica Lenzen, Joanne Orenstein, Anne Fers, John Karpowich,
Elizabeth Mastroianni, Charley Letezeio
Others Present: Frank DiMarco, Amy Lucas, Amy DeZenzo, Larry La Conte , Barbara
Whetstone, Trista Morin, Stephanie Peters

Chairman Karpowich called the meeting to order at 7:09 PM.

The Pledge of Allegiance was recited.

Larry La Conte from Vazzy's restaurant introduced himself to the commission. The minutes were reviewed from the May 9, 2013 meeting. Karpowich made a motion to accept the minutes from the May 9, 2013 meeting, as amended. Veronica Lenzen seconded the motion. No discussion. The motion carried by a vote of 6-0.

Amy DeZenzo explained how important it is for the commission to submit everything to the town hall, so that next year, there is something to go on. Amy also stressed the importance of having copies of everything, and if anyone needs anything to just call.

Barbara Whetstone requested the meeting go out of order tonight and to give a report from Promote. Trista ordered yard signs and they should come in next week. Banners are being looked into. They can not be hung across wires anymore; they need to be put up with poles. Trista is working on getting the change in prices. Volunteer groups are being contacted. The \$600 sponsorship from Cyril F. Mullin, to sponsor Remember September and the \$1,000 United HealthCare sponsorship have been received. Promote is still waiting for the TD bank and Mimi Dragone sponsorship checks. The total TD sponsorships is \$33,850. Barbara started working with the finance department on funds needed for Trumbull Day. The department recommended having the volunteers' shifts short. If it is a town employee, it will cost time and a half, unless they volunteer. Maria suggested colored bracelets that are numbered, to track the different admission price levels. Amy DeZenzo gave Barbara an extra box of numbered tickets already. A decision needs to be made on the beer and soda sale tickets. Amy told the commission how the concert tracked what was sold. People paid for beer and received a ticket. Beer and wine were tracked together. Promote will work on it more next week and hopefully Maria will be here next week with suggestions. T-shirt pricing was presented. T-shirts will be green with white lettering. It will cost \$5.40 each for 100 volunteer t-shirts in various sizes. There will be a \$3.00 additional charge for size XXL. The other vendor came in at \$5.50. The DJ is working with the fireworks company to create a sound track to go along with the fireworks. The fireworks permit is in the process of being filed with the state. Barbara gave a Scott Kerr update. He does not have the staff to take on the recycling project. TMHD applications must be filed by the end of the month. Trista talked to the Boy Scouts contact, who can give us some volunteers. Trista passed around a sample of what the Trumbull Day posters will look like. There was a general discussion on changes to the poster.

TRUMBULL LAND RECORDS
ATTEN
TOWN CLERK

VOLUME _____ PAGE _____
2013 JUN - 7 P 1:15

RECEIVED FOR RECORD

Subcommittee reports:

Joanne explained how the commission originally agreed to have one vendor per food item. A vendor gave Joanne some feedback, to have multiple people serve the same item. John and Joanne made the decision to allow multiple vendors to sell the same food, unless it is going to devastate a vendor to have a competitor. If this is the case, then we shouldn't upset them. Joanne explained to Larry what Vazzy's has offered to serve. Nutmeg Concession is down to 3 trucks now. The band will no longer be attending Trumbull Day to serve hotdogs and hamburgers. There was a general discussion of food vendors. Joanne discussed the communication she has had with Nutmeg. Anne asked Larry what the commission should do to secure Vazzy's as a food vendor. Larry said he will talk to Mr. Vassano about the menu items. There was a general discussion. Joanne reminded Larry that the commission will need his health form and the dimensions of the food trucks.

Stephanie Peters told the commission Rita's was interested in being a Trumbull Day food vendor. Joanne explained that we already have a lot of ice cream vendors and it would not be fair to the ones we have. There was more general discussion on allowing more than one vendor to sell a product. Peters will notify Rita's of the \$600 fee and that their health information would need to be submitted by next Thursday. Karpowich reminded the commission they decided to keep the food vendors at 8. Currently, Joanne has all the health permits except one. Joanne presented Romy's BBQ from Newtown, who is interested in being a vendor. There was a general discussion.

Charley stated we will need to have pitchers for the beer tent. Karpowich explained the line setup at the beer tent. There will be a line at the beer tent, to check I.D.'s and give out a wrist band. Charley asked how many entrances there will be into Trumbull Day. Karpowich responded, there will be 3 entrances. There was a general discussion about the I.D. check. Karpowich and Letezeio met with USA security and received an update of their requests, that will cost \$8,800. Security wants 4 supervisors plus 20 guards; however, we have a Captain and 2 Lieutenants from the police department. Security is charging for 45 hours of management fees. The PD is telling the commission how many people they are bringing to Trumbull Day, the commission has no say. Karpowich and Letezeio met with Morin and Whetstone at the library to go over USA Security estimate and Whetstone and Morin corresponded with USA Security to revise their estimate. The explorers are no longer assisting with the parking. Security will have 4 guys in the parking lot. The PD will only be in the traffic area, not parking. USA Security said they will not be responsible for long alcohol lines or traffic. The discussion turned back to the beer tent. Letezeio doesn't think we need 3 types of beer. Veronica Lenzen made a motion to back down to two types of beer, and no longer serve the Summer Ale. Anne Fers seconded the motion. The motion carried by a vote of 5-1 abstention.

Veronica received more vendor applications from the following: Accessories by Burnam, Asian Name Painting, David Lerner Associates, who will offer financial advice and Pampered Chef. The Trumbull Patch will be there and is bartering with us. The advertising they will do for Trumbull Day includes a home page slot in the Fairfield, Stratford, Trumbull and Monroe Patch. This advertising is worth \$200. Well Care is a medical provider, who also sent in an application and will give senior citizens advice at the event. Veronica Lenzen made a motion for the discussed vendors to be accepted. Joanne Orenstein seconded the motion. The motion carried by a vote of 5-0. The conservation commission is out and will not be able to put anything

together for Trumbull Day. We are now at a total 29 official vendors, 5 pending, and 12 that have space. Veronica expressed how grateful she is for Barbara and Trista. She couldn't have gotten the vendors without their help.

Anne got the contracts back from the band. Crystal Pyramid is the only one missing. Anne asked Karpowich to initial the contracts. She talked to Fred Astaire again, who wants to donate the dance floor and will also pay for a booth, but he wants the booth close to the stage.

Elizabeth turned the discussion to lights. The two tree lights are great. Elizabeth saw the lights at Seth's house. Four lights, 2 from Seth and 2 from Altel, will be more than enough. Barbara spoke with Altel. They will charge \$350 for 8 lights (2 fixtures with 4 lights on each) and to handle them. Elizabeth Mastroianni made a motion to use the eight tree lights from Altel for \$350.00. Joanne Orenstein seconded the motion. The motion carried by a vote of 5-0.

Karpowich turned the discussion to volunteers. He presented his brainstorming plan. Due to the time of day, we would need about 35-36 people at the admission table to cover shifts, now with 3 entrances around 40 people, the beer and wine tent would need at least 10 people, 8 people for arts and crafts area, 8 people for the volunteer check-in station, 20 people for garbage and maintenance and 4 for the carnival ticket booth, totaling 80 or so volunteers. The children's area will need about 4 people. Karpowich, Lenzen, and Morin have been in touch with a lot of different groups. Karpowich spoke with the Trumbull Chamber of Commerce today and hopefully they will rally some help for us. The Boy Scouts will have some volunteers. Karpowich will get in touch with some church organizations. The school guidance counselors have been contacted. Trumbull Community Women will be giving close to 12 people, which is wonderful. Elizabeth will attend the Memorial Day parade and try to recruit volunteers. Amy DeZenko suggested going through the Trumbull Times to get volunteers.

Joanne has not heard back from the Ace Foundation since speaking to Beth Gilman after the last meeting. Joanne will give her another call.

There was general discussion on beverages. Karpowich stated Frank DiMarco will lead the grounds keeping effort for Trumbull Day.

John Karpowich made motion to adjourn at 9:45pm. Anne seconded the motion. The motion carried by a vote of 5-0.

Respectfully submitted,

Amy Lucas