

Trumbull Day Commission
Meeting Minutes
June 27, 2013

Commissioners Present: Charles Letezeio, John Karpowich, Elizabeth Mastroianni, Veronica Lenzen, Joanne Glasser Orenstein

Others Present: Frank DiMarco, Barbara Whetstone, Anne Fers, Amy DeZenzo, Trista Morin, Stephanie Peters

Chairman John Karpowich called the meeting to order at 7:05 p.m.

The Pledge of Allegiance was recited.

Approval of Minutes: Motion made by Joanne Glasser Orenstein and seconded by Elizabeth Mastroianni to approve the minutes of June 18, 2013, as presented. Vote was unanimous. Motion carried.

Chairman's Report: Chairman Karpowich explained that the event is to be conducted as a family event. The event is not meant to be simply a concert, but an event for people of all ages to enjoy. He also noted that the beer tent is not to be the center of attention, and there will be no chairs inside this particular tent. He also noted that several sponsors will be coming to the event, such as several fitness clubs, banks, and jewelry vendors, and his intent is to place them in higher traffic areas. He discussed the crews setting up on Friday, June 28, and made everyone aware that their particular area is theirs to set up and pack up when the event is over. Changes to the vendors, not changes to the actual site map were discussed.

Secretary's Report: Elizabeth Mastroianni discussed several emails received from the public, regarding parking, and noted that there will not be any shuttles for the event. She responded to the emails, as there will be limited parking.

Barbara Whetstone from Promote reported that all of the deliveries were confirmed, and a cardboard recycling container was donated for food vendors to dispose of their cardboard products. The recycling container was donated by All American Waste.

The Ringmaster of the event will be picked up at 10:30 a.m.

Additional security for Trumbull Day was discussed. The security company for the event is USA Security.

Motion made by Joanne Glasser Orenstein and seconded by Elizabeth Mastroianni to approve the addition of two extra security guards at the Trumbull Day event to be held on June 29, 2013, as mandated by the First Selectman. Vote was unanimous. Motion carried.

The construction area of the field was also discussed, as well as the flooding of the baseball field, and it was noted that when setting up on Friday, July 29, this would need to be looked into.

It was also noted that 99% of the volunteers for this event are high school students from Trumbull High School and St. Joseph's. More volunteers are currently needed, as well as adult volunteers over the age of 21.

The beer tent was also discussed. People will need to show proper identification, obtain a bracelet, and receive a ticket for any purchase of beer and wine.

All bands will receive their payment in the form of a check, after their performances.

Pathways for all deliveries were discussed, and a site map for the event was distributed to all Commissioners and staff. Trucks and other vehicles being on the field were also discussed, so that damage to the field could be prevented. Vazzy's Restaurant will be the first to be allowed onto the field.

Fred Astaire Dance Studios will be moved to a different location on the field. The portable restrooms are all set. The beer tent is already set up. The use of golf carts was highly encouraged. Preparations for rainy or stormy weather were also discussed.

Barabara Whetstone noted that Pepsi will be now be bringing in 2 trucks instead of 4, so while there will be less Pepsi product there initially, more can be requested as needed. Refrigerators will be coming in, and an extension cord will be needed for one of the trucks. An electrician from the Board of Education will be on site for the event. The Agriscience parking lot will be used for EMS and police. The Home Depot will be delivering fencing products.

Trumbull Day tee shirts and wristbands were distributed to Commissioners and staff. A \$500.00 sponsorship was received from the Fitness Edge. A total of \$34,600.00 was received in total sponsorships. \$12,750.00 was received from Promote, \$250.00 was received from Commissioner Mastroianni, \$3,500.00 was received from volunteer Stephanie Peters, and \$600.00 was received from Remember September. Cyril F. Mullins Funeral Home also reached out, and other sponsorships were secured by the First Selectman.

Commissioners and other staff volunteered many hours of their time to making Trumbull Day a success. The following is the list of them coming to set up on the day before the event, Friday, June 28, 2013, and the time they expect to be there.

Anne Fers will be arriving at 12:00 p.m.
Joanne Glasser Orenstein - 12:00 p.m.
Veronica Lenzen – 8:00 a.m.
Elizabeth Mastroianni – 11:30 a.m.
Charles Letezeio – 5:00 p.m.
John Karpowich – 8:00 a.m.
Barbara Whetstone – 7:30 a.m.
Trista Morin – 9:00 a.m.
Amy DeZenko – 8:00 a.m.

The closing of the Harvest Hill entrance after the fireworks begin was also discussed. Family packages and senior discounts were also discussed, and will be offered for the event. The Barnum Idols is ready to perform at 11:00 p.m. The dunk tank is to be filled. There is no rain date scheduled for Trumbull Day. Commissioner Glasser-Orenstein noted that instructions to all food vendors were emailed out to them. Discussion followed regarding Mr. Thomas Garcia and his truck that he used in preparation for this event.

Motion made by Joanne Glasser Orenstein and seconded by Veronica Lenzen to reimburse Mr. Thomas Garcia for the \$70.00 in check fees he incurred, once proper documentation is received. Vote was unanimous. Motion carried.

There are currently two openings for stage performers, as some people have recently pulled out of the event. They are still waiting to hear from the Trumbull Youth Association.

Diaper bags and medical bags will be allowed into the event per the Trumbull Police Department. Purses will also be allowed, but all bags will be subject to being searched. USA Security plans on checking every bag brought into Trumbull Day.

Commissioner Letezeio has the wine and beer, as well as the truck for it. The Board will be brining in coolers, but it was noted that more ice may be needed. Currently they have 60 thirty-three pound bags, with the cost being \$10.00 per bag. If more ice is needed, it can be requested.

Cash boxes and security escorts for making change for volunteers was also discussed. Volunteers will also have counterfeit pens. Latex gloves will be distributed to everyone handling any cash.

300 No Parking Signs were ordered, by order of the Trumbull Police Department. Public Works will be setting these up for the event.

There being no further business to discuss, a motion was made by Chairman John Karpowich, and seconded by Elizabeth Mastroianni, to adjourn the meeting at 9:25 p.m. Vote was unanimous. Motion carried.

Respectfully Submitted,

Dawn Kosarko
Clerk