

TRUMBULL DAY COMMISSION MEETING
MAY 17, 2022
MINUTES OF ZOOM MEETING

PRESENT

Traci Galla
Bridget Dial
Dana Lonergan
Preston Merritt
Joseph Ruospo
Jennifer Urigen

ABSENT

Lisa Hughes
Abigail Whitmoyer

Also present: Chief Administrative Officer Kathleen McGannon; Joanne Orenstein, volunteer

The meeting was called to order by Chairman Merritt at 7:0 PM.

Pledge of Allegiance

Approval of Minutes of April meeting held until end.

Committee Reports:

CARNIVAL AND FIREWORKS

Signed Fireworks contract has been received. Signature page of Carnival contract has been received. Purchasing Department would like the entire contract returned with the signature page included.

FOOD TRUCKS

All trucks have returned. T. Galla waiting on 3 checks to come in. Micalizzi's Ice is waiting on response to the special plug which would allow them to plug in overnight and not run their generator all night.
P. Merritt to contact owner to discuss.

ENTERTAINMENT

Deposit has been made. Balance due at the event. B. Dial had some thoughts for bands if we need to use Sunday as a rain date.

VENDORS

Three vendors have signed up. J. Orenstein will reach out to previous vendors and to non-profits to inquire of their interest.

SPONSORSHIPS

K. McGannon reported \$12,000 in Sponsorships to date. There is also \$10,000 in the town's budget this year to help with costs, as was done for many years in the past.

BEER AND WINE SALES

P. Merritt has a copy of the liquor permit to order the beer and wine. D. Lonergan provided the duly executed MOU between the Commission and the Rotary Club regarding the sale of beer and wine.

ICE

P. Merritt to contact Marc Lapore for help in securing the freezer/ice from Crystal Ice.

SECURITY

K. McGannon to set up a meeting in June with the town employees to go over security, traffic flow, location of barriers, etc. It is only necessary for P. Merritt and J. Ruospo to attend from the Commission.

RENTALS

All rental items-tents, tables, chairs, porta-johns, light towers have been issued a Purchase Order and have been ordered from the vendors. K. McGannon will arranged for the THSGEMB tent.

SHOWMOBILE

Has been ordered and approved by the Town of Stratford.

OTHER

Set-up of Carnival and Food trucks will follow last year's layout.

Lawn signs will be retrieved for possible alteration or new ones will be ordered.

Banner will be checked for alteration possibilities.

Tablecloths will be counted for possible supplementation.

Town website will be updated. Facebook ads will be handled by J. Urigen, B. Dial, and T. Galla.

Motion to approve up to \$600 expenditure for advertisement on Facebook made by B. Dial, seconded by T.Galla.

Vote: Approved by unanimous consent.

Motion to approve minutes and committee reports made by J. Ruospo, seconded by D. Lonergan.

Vote: Approved by unanimous consent.

Motion to adjourn at 7:45 PM made by J.Ruospo, seconded by J. Urigen.

Vote: Approved by unanimous consent.

Next meeting Tuesday, June 14, 2022 at 7 PM.

Submitted by K. McGannon