

## CHAPLIN AD-HOC BICENTENNIAL COMMITTEE

Chaplin, Connecticut

### Special Meeting Minutes

August 2, 2022

Chairperson Leslie Ricklin called the meeting to order at 4:00 PM. Present were members Warren Church, Dick Weingart, Bob Grindle, Julie Lindquist and Bill Rose. Others present were First Selectman Juan Roman, Rec Commission members Dave Stone (Chair) and Matt Foster. Unable to attend were members Anne Sicilian and Ann Lewis.

#### 3. APPROVAL OF MINUTES OF JULY 26:

*Motion to approve the special meeting minutes from July 26, 2022, was made by Warren Church, seconded by Bob Grindle and carried unanimously.*

#### 4. TOPICS FOR DISCUSSION:

##### a. Updated Schedule:

The updated Schedule was reviewed. Invitation letters to the leaders of the three towns will be sent out tomorrow. Dick Weingart reported that Tony Moran would like to make a few remarks on behalf of Mansfield. Julie Lindquist suggested allowing all three dignitaries to make a few remarks as a courtesy (would need to keep it short).

- Warren Church expressed concerns about people going under the trees to get out of the sun for the Ukulele sing-a-long and suggested having people in the shaded area of the Pavilion and moving benches closer. He also asked about moving the tent from the Senior Center to the park (6 hours to put up and take down). Matt Foster suggested a rental tent (can be expensive - needs 2 weeks to reserve, would block the view if put up near the Pavilion – could setup in the volleyball area). Dick Weingart suggested tabling discussion and revisit after reviewing expenses.
- Juan Roman has reached out to the Lt. Governor's Chief of Staff and waiting for a response with help from Susan Johnson and Dennis O'Brien.

##### b. Program:

The Program is waiting for the Schedule to be finalized (waiting for response from the Lt. Governor).

- Dave Stone asked about requirements for the Babcock Band (small band that needs 10-12 chairs).
- The Rec Commission discussed hiring a sound person for the day. Matt Foster recommends hiring Bill Bauer for \$1,500 for the entire day (would provide sound for everything using high quality professional equipment with plenty of power and a microphone available for announcements at any time). Mr. Bauer previously worked a concert for the Rec Commission and would walk around the park with an iPad to control everything (can adjust the volume as needed without interruption to the music). The setup and breakdown would be an easy transition working around hundreds of people in the park. Warren Church spoke about the need for a sound person with large crowds not expected until after 2pm. Bill Rose asked who would handle public address system if not hiring a sound person (may not be enough power for the Rec Commission's system).
- Dick Weingart reviewed list of projected expenses of approximately \$38,000 including 10% Contingency with \$39,850 available in Town Funds. There is also an addition of approximately \$7,500 net profit from donations, sponsorships and merchandise sales (t-shirts and calendars). There will be additional funds from the sale of drone photos at \$10 each. Bill Rose reported that a small Fife & Drum Band was found for \$750 for the parade (others are \$1,000). Warren Church asked about having the Parish Hill Band (Music teacher may not be there). Juan Roman suggested reaching out to marching bands from Windham, Hampton and Mansfield for the parade (Bill will follow up with Windham, Warren will follow up with Mansfield).

- Juan Roman asked what will be done with the surplus after the Sept 10<sup>th</sup> event (Dick suggested using to maintain the Arboretum, Leslie suggested using for the Museum, Warren suggested using to digitize town records -there are ongoing grants to cover on a rolling basis). Proposal would need to be presented at a town meeting for approval.
- Leslie Ricklin reported that T-shirts are needed for the event staff and will be paid for by the Bicentennial Committee (\$100).

***Motion for the Bicentennial Committee to support Matt Foster's recommendation to employ Bill Bauer as Sound Coordinator not to exceed \$1,500 for the September 10<sup>th</sup> event, was made by Bob Grindle, seconded by Julie Lindquist and carried unanimously.***

The program needs to go to the printer soon. If no response is received from the Lt. Governor, the schedule will be changed to Guest Speaker TBA for the Proclamation.

**c. Vendors/Booths (including DTC/RTC, Food, Crafts, Other):**

Dave Stone has received many vendor requests (Shannon from the Rec Commission is the go-to person) including: DTC, 2 food trucks (Hideaway Steaks, Kona Ice), hometown baked and jarred goods and crafts (the food trucks were approached in January and now competing with the New England Food Truck Festival – some can't arrive until after 4pm). Bill Rose suggested parking food trucks that can't arrive until later in the day in the parking lot. Juan Roman suggested extra help on the grill at the concession stand (will be run by Jess Texera from Parish Hill – Bob offered to assist). Dick Weingart asked about the form on the Rec Commission website that is targeted to use of the site (there is a separate vendor application – Dave will email a copy to Leslie and Warren).

**d. Parade updates/floats:**

Matt Foster suggested the following for the parade: Villari's Marshal Arts with all students stopping to do a couple of forms (two Masters live in Chaplin) and American Legion Bikers (small group of riders from Post 119). Bill Rose will pursue the military for the parade (will follow up with Veteran liaison). Dave Stone asked for a rough estimate on when the parade will go into the park and for how long to help plot out where to put the vendors (will park the floats in the walkway along the tree line by the Town Hall).

**e. Publicity:**

Leslie Ricklin presented draft postcard for review that needs a link to the map with the 7 districts with a QR Code. Matt Foster suggested posting on Instagram (more popular than Facebook). The 7 districts will be outlined on the field with a post in the middle (Bill suggested flagging off the area until the drone photo).

**5. ITEMS FOR NEXT AGENDA:**

- Items from the current agenda
- Financial Update
- Invitation for all Politicians

The next meeting will be held on August 9<sup>th</sup>.

**6. ADJOURN:**

***Motion to adjourn (5:42 PM) was made by Juan Roman, seconded by Warren Church.***

***Respectfully submitted by Kathleen Scott  
Recording Clerk***