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*Carrie Cichocki*  
TOWN CLERK

**300<sup>th</sup> Year Anniversary Parade Sub-committee**

Special Meeting

Probate Room

Wednesday, June 26, 2019

6:00pm

Present: Amber Wakely, Ann Rosi, Blake Hatchfield, Donna Wright, Carrie Cichocki, Paul Burns, Deb Maryyanek, Jeannine, Brenda Simons, and Jamie Furness

1. **Establish Quorum and call meeting to order:** Quorum was established and chair, Amber Wakely called meeting to order at 6:00pm
2. **Grand Marshall Discussion:** A set of three people will be invited to be the Grand Marshall(s) and lead the parade. The group discussed a description of the Grand Marshall (s)and agreed on theme
  - a. **Historic theme-** the group agreed upon nominees and creating a formal invitation for these people as an honor
3. **Update of Events Layout & Logistics-** For the party, the inside of track will be used for setup of fireworks. Attendees can sit on the bleachers to watch the display if desired. Amber discussed a having a community photo taken by drone at a set time. Most of the activities will be taking place outside of the track. Concessions will include a beer tent provided by the Speedway, their own concessions, and various food trucks. The parade will start at 1pm and estimated to finish at 2:30pm with music starting at 3pm and fireworks at 9pm. Local police will be directing traffic for the events.
4. **Special events and after-party activities-**Jeff Giglio from the local studio in town will be arranging the stage logistics, Amber will be looking into using risers. The group discussed having a schedule of events and a small program for the day of including a small juried agricultural / hobby competition, talks of historical events in Stafford, a car show, band performance times, and the fireworks display. Regarding having a juried agricultural / hobby competition, Amber will reach out the Agricultural Commission to inquire about interest. Jamie Furness will be reaching out to a contact with significant experience with the 4-Town Fair for advice about planning. Much of the setup will need to take place the Friday before on September 20<sup>th</sup>.
5. **Volunteer & Recruitment-** the group discussed reaching out to local schools and sports teams for volunteer recruitment as well as the Agricultural Commission.
6. **Open discussion-** the location of the judging for the floats involved with the parade is still being decided. Amber will be creating lawn signs and flyers for advertising.
7. **Adjournment-** the meeting was adjourned at 7:37pm

Regards,

*Carrie Cichocki*

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