

## Wilmington Public Safety Facility Meeting

March 31, 2022

Present: Chuck Clerici, Chief Murano, Dennis Richter, Melanie Lopez, Jeremy White

Others Present: Scott Tucker, Fran Cunningham (VP of Twin Valley Youth Sports)

Meeting called to order at 5:20pm

**Public Comments** - none

### **Grand Opening Celebration Planning**

Fran Cunningham presents proposal to provide food & beverage catering service for the event.

Plan is to serve 400 people, food to include hamburgers, hot dogs, side dishes, snacks, various non-alcoholic beverages. Chuck motions the committee contract Valley Youth Sports to provide food & beverage service for the grand opening of the Public Safety Facility for \$5,000. Jeremy seconds, all in favor.

Erica Reynolds Band was contacted to provide entertainment from 11-1pm during the event. Chuck motions that the committee hire them to perform at the grand opening of the Public Safety Facility. Jeremy seconds, all in favor.

Chuck has drafted a letter to the sponsors for the memorabilia to be sold. Sponsors to pay for initial purchase of memorabilia- which will consist of t-shirts & pint glasses. Sponsors can list name of their company on the t-shirt. Pint glasses will have Fire and Police Department logos. Donations from sales of memorabilia to be donated at a 50/50 split to the Eric Davis Scholarship Fund & Mark Dooley Scholarship & Award.

Rotary wants to run the sales of all memorabilia. Can help with cleanup. Will also run a separate 50/50 raffle that will go to Eric Davis Scholarship Fund & Mark Dooley Scholarship & Award.

Mel and Scott to meet with Christine Richter (town treasurer) to discuss best way to handle sponsorship monies, vendor payments and donation monies.

T-shirt ordering prices are \$8-\$12 each, pints are \$7.25 each. For the anticipated number of sponsorships, approximately 800 glasses and 500 t-shirts (\$12,000 in sponsorships) can be ordered. Exact quantity to be determined, as depends on number of sponsorships received and how many sponsors can fit on back of t-shirt. Deadline for sponsor letter to be returned is April 28<sup>th</sup>. To be discussed next meeting and calculate quantity of t-shirts & pint glasses to be ordered.

Porter Potties- Scott suggests Jessica order porter potties for event. Porter Potties can be placed down by the barn, next to where the school buses park. (4) to be ordered.

Moover should be notified about road closure during the event. Thru traffic will not be allowed, only those parking for the event.

Possible softball game (FD vs PD) near end of event is yet to be determined.

Chuck to ask Fish about advertising event on the radio. Event should be advertised in Newspaper and on Posters. Mel to put together fliers. Wilmington Works can put on their event page. Jeremy volunteers to bring 2 chest freezers for food storage for event. Discussion on site plan/event setup.

### **Project Update**

Discussion on generator.

Next meeting April 28<sup>th</sup>, 2022 at 6pm in fire house

Adjourned 6:45pm