

Minutes of May 16, 2023 Wallingford Day Recreation Subcommittee Meeting
Wallingford Town Hall

PRESENT: Maria French, Jane Duda, Monica DeLorme, Barbara Boucher, Michelle Kenney

1. The meeting was called to order at 6:35 pm.
2. Michelle Kenney discussed plans to have an event at the Wallingford Block on July 15 to coincide with other Wallingford Day events and provide some additional food and music options to include food trucks from approximately 2–8 pm, so as not to compete with local food establishments and other Wallingford Day food trucks. The committee will add the event to the day's schedule and do the same general publicity as other independent events taking place on Wallingford Day. She will provide details to Jane for communications planning
3. Communications report: Jane and Maria attended the 5/15 Selectboard meeting and the Selectboard has approved hanging of an over-the-road (OTR) sign if we get appropriate permits from VTrans and do not place it near the Main St./School St. intersection due to safety/distraction concerns. Rotary was suggested as a location by Gary Fredette—we will have to see if there is enough height on both sides of the street to comply with current VTrans requirements. Mark Tessier suggested using GMP to help hang signs and will give us contact info when we're ready. VTrans informed us there is no fee required for the permits. There are some specific items to address:
 - We will likely need a new sign that is not as tall as current signs, to avoid power lines
 - We will need written permission from the property owners of whichever location we end up using
 - Monica and Jane will do a location walk in the next week or so, and Jane will prepare the permit.

There was a brief discussion about the lawn signs we want to make, and Michelle offered to cut wood from the Block renovations. Jane will get dimensions to her for that purpose.

4. Food report and discussion followed. Monica informed that a letter to local businesses is paused but will go out shortly, suggesting ways they can take advantage of the increased people-traffic on Wallingford Day and offering to publicize any specials or events they may be having, along with the other events. We want to make sure every town food business feels included and the committee discussed covering the costs of any permits needed if they want to put out tables on sidewalks.
 5. Music and activities as discussed in previous meetings are all on track. At this time there is nothing new to report. It is expected there will be updates sometime in June.
 6. Other business: A discussion of finances ensued, with the expectation that there may be a small surplus at the end of the fiscal year. Options included using previously-donated funds toward items needed for future years, and additional discussion regarding the possibility of using some to restore water supply at the field where the afternoon and evening events take place, pending further information from Shannon and the Fire District. It was noted that people who had made donations toward Wallingford Day prior to it becoming a town subcommittee would not want their donations simply applied to the general fund, and that there were expenditures those donations could be put toward prior to the end of the fiscal year.
8. Meeting adjourned at 7:34 pm.

Respectfully submitted,
Maria French and Jane Duda