

**Apple Harvest Festival Supervisory Meeting  
Summary Minutes April 28, 2011  
Town Hall Lower Level Conference Room**

**Attendees:** Steve Pestillo, Chris Palmieri, Bill Masci, Jack Daly, Buddy Clark, Judy Miceli, Mark Sciota. **Public guests:** Jack Perry, Lori Depathy, Art Cyr, Rich (Record Journal). **Missing** Melissa Ericksen

- Meeting called to order at 6:03 PM by Chairperson Chris Palmieri
- Motion to approve minutes of previous meeting (3-17-2011) made by Mark Sciota, seconded by Steve Pestillo. Motion passes.
- Committee member's communication: Chief Clark wanted to remind our selected Fireworks provider to utilize a protective cover during the fireworks display for the propane tanks located at the Dog Park. Judy Miceli shared a letter written to the local merchants and asked for input. Since a detailed list of email addresses for those merchants is not available Mark Sciota suggested that Judy go to the Assessor's Office and look at the Personal Property Declarations for those business sites and the email addresses may be available. A letter from Sandy Feld showed concern for the conflicting dates of Yom Kippur on Oct 7, 8 and the Festival. Chris Palmieri is corresponding with Sandy and has explained that we have a working relationship with the Jewish community and we have a long history of cooperation during the High Holidays. Art Cyr has some concerns regarding the cost of Police Overtime during the YMCA sponsored Road Races. Information is being gathered by Chris Palmieri with the help of the Police Dept to ascertain costs. Chris Palmieri is also in contact with the YMCA in this matter.
- Motion to accept Coordinators Report made by Bill Masci, seconded by Judy Miceli. Motion passes.
- Motion to accept Financial Report made by Mark Sciota, seconded by Steve Pestillo. Motion passes.
- Sponsorship Coordinator report was given by Chris Palmieri in Melissa Ericksen's absence. As part of the report Jim Champagne asked for assistance in obtaining Junior Ambassadors (High School student volunteers). Buddy Clark indicated that he would ask his daughter about getting volunteers from the Girls Lacrosse team. To date a total of \$6000.00 has been collected. Other commitments include \$11,000 in firm replies from Sponsors and \$2,500 which are unofficial sponsorship positions.
- The Southington Icon event has not yet been sanctioned by the Committee and has not been committed to by Melissa Ericksen. It stands unresolved as to whether the Icon will take place.
- Mark Sciota and Jim Champagne met with the Finance Department Director and a number of concessions were made regarding the parallel finance reports used by the Town and the Apple Harvest Festival Committee.

- In regard to the Trash/Recycling contract the action was tabled until the May 26, 2011 meeting. Questions were posed to Jack Perry, principal for HQ Dumpsters & Recycling LLC and it was agreed that HQ Dumpsters would provide a total of 6 twenty yard roll offs during the Festival. The RFP asked for 30 yard roll offs but the collection of trash will be accomplished with 20 yard roll offs. Mark Sciota motioned that the Trash/Recycling contract be amended with 20 yard roll offs. Seconded by Judy Miceli. Motion passes.
- The clean up bid was tabled as a copy of the proposal from HQ Trash/Recycling was not available for review. Motion to table the RFP response at \$3500.00 was made by Mark Sciota. Seconded by Bill Masci. Motion passes.
- A motion was made to accept the Electrical bid submitted by Bussett Electric of Southington with a total not to exceed \$8900.00.
- The 2011 Apple Harvest Festival theme has been selected. It is "Let the sun shine, its Apple time". Motion made by Bill Masci, seconded by Mark Sciota. Motion passes.
- The Beverage RFP will be sent to Coca-Cola and Pepsi Bottling Co. with a return date of May 24, 2011. The RFP will be reviewed and awarded at the May 26, 2011 meeting. Motion made by Judy Miceli, seconded by Mark Sciota. Motion passes.
- The Tents RFP will be sent to 3 vendors with a return date of May 24, 2011. The RFP will be reviewed and awarded at the May 26, 2011 meeting. Motion made by Mark Sciota, seconded by Bill Masci. Motion passes
- Motion to adjourn made by Judy Miceli at 7:37 PM, seconded by Mark Sciota. Motion passes. Motion to move the May 19, 2011 meeting to May 26, 2011. Motion made by Mark Sciota, seconded by Bill Masci. Motion passes. A meeting change notice will be sent to the Town Clerk's Office.