

CHAPLIN AD-HOC BICENTENNIAL COMMITTEE

Chaplin, Connecticut

Meeting Minutes

June 8, 2021

Chairperson Leslie Ricklin called the meeting to order at 4:00 PM. Present were members Dick Weingart, Anne Sicilian, Bob Grindle and Julie Lindquist. Unable to attend were members Warren Church and First Selectman Bill Rose. Guests present was Rusty Lanzit.

3. AUDIENCE FOR CITIZENS:

Rusty Lanzit presented edited Booklet on the Historic Homes of Chaplin Village (credit to Mollie Hubbard for the illustrations) for the Chaplin Walking Weekend. It was suggested to use for the Bicentennial and he recommends the following: include maps of Chaplin (Bob suggested mounting them for display and Leslie suggested displaying with the founding documents), include schedule of events for the Bicentennial, change the front cover to represent the Bicentennial (Leslie suggested using the Celebrate Chaplin banner from the Calendar) and advertising (print 100 copies with inserts for advertising rates and give away to local businesses to solicit sponsors). A printer in Putnam charges \$2.14 each for one booklet with inserts (Anne suggested checking with company recommended by the town). Rusty Lanzit has offered to organize the project, has an advertiser who is interested in an add for the booklet, and is willing to be the contact person to submit names of potential sponsors to contact (Anne reported the Economic Development Commission has a list of all businesses in town – Leslie will follow up, Julie will send Rusty a list of advertisers from the Willimantic Orchestra Booklet). After the ads are in, 1,000 Booklets will be printed. Dick Weingart will check on who to make the checks out to when soliciting ads.

Motion for the Bicentennial Committee to authorize up to \$250 to print the first 100 fundraising booklets, was made by Dick Weingart, seconded by Bob Grindle and carried unanimously.

4. APPROVAL OF MINUTES OF MAY 11, 2021:

Motion to approve the minutes from May 11, 2021, was made by Bob Grindle, seconded by Anne Sicilian and carried unanimously.

5. WARREN, ANNE, LESLIE: REPORT ON RECREATION COMMISSION MEETING IN MAY. CREATE A ROUGH SCHEDULE FOR THE EVENTS ON SEPTEMBER 10, 2022:

The Committee created a rough schedule of events for September 10th and will coordinate with the Rec Commission.

- Town-wide Yoga Class – approximately 11am
- Opening Ceremony for the Bicentennial Celebration – 2pm
- Dedication of the Arboretum - approximately 3pm
- Drone Photo – approximately 4pm
- Fireworks – approximately 8pm

There will be music all day with events to be held in between sets. The Committee needs a pop-up tent to setup a booth for information, brochures and souvenirs (the Senior Center has a tent).

Discussion was held regarding inviting state and local dignitaries and whether to invite them to Dedicate the Arboretum or open the Bicentennial Celebration. Bob Grindle suggested inviting Lt Governor Susan Bysiewicz who is very responsive in attending many events. The consensus is to invite an official (including Lt Governor Susan Bysiewicz) to Dedicate the Arboretum and invite the First Selectman to open the Bicentennial Celebration. Julie Lindquist suggested inviting officials from the three towns that were a part

of forming Chaplin. Dick Weingart will check on procedures to contact state officials. Bob Grindle suggested sending an invitation from the Bicentennial Committee Chair and the First Selectman.

6. SHARE RUSTY LANZIT'S BOOKLET ABOUT THE HOUSE ON CHAPLIN ST. DISCUSS APPLICATIONS FOR FUNDRAISING: Covered under Item #3

7. REPORTS ON COMMITTEE ASSIGNMENTS FROM MAY MEETING:

a. Dick Weingart – Procedure for paying for expenses for the Bicentennial:

A draft is in the works for procedure for paying for expenses. The town has a Visa card and town accounts with Walmart, Home Depot and Staples that are authorized for purchases and designated tax exempt (sales tax is not reimbursable by the town). Leslie Ricklin asked if the physical card is needed to make a purchase or is just the number acceptable (Dick will check on). Bob Grindle commented that in the past, he has provided a tax-exempt letter to vendors and suggested checking with the Finance Manager. Dick Weingart suggested authorizing the Chair or Vice-Chair to approve purchases up to \$250 with anything more than \$250 to be approved by a vote at a meeting or with electronic confirmation with documentation for the next meeting.

Motion for the Bicentennial Committee to authorize the Chair or Vice-Chair to authorize purchases up to \$250 with a full report at subsequent Committee meeting and any purchases over \$250 need to be authorized by the entire Committee, was made by Dick Weingart, seconded by Bob Grindle and carried unanimously.

Dick Weingart will finalize the procedure for approval at the next meeting.

b. Warren Church – Updates on the Play:

Leslie Ricklin reported update from Warren Church on the play. Director Sidney Dubitsky will get organized for the play in January 2022. The play will be held on Saturday, July 2, 2022 in the afternoon followed by a Band and refreshments.

c. Bob Grindle – Update on Banners/Signs:

There are many signs available for the Committee to use through the Senior Center. Bob Grindle will check with the First Selectmen regarding sign company used by the town. Discussion was held regarding banners and where to put them. Suggestions for wording include: "Celebrate Chaplin 2022" (Leslie); "Celebrate Chaplin's 200 years or 200th (Julie). Suggestions for placement include: over the driveway at the entrance to Town Hall (Leslie); intersection of RT 198/RT 6 near the church, the green on Chaplin St. and the island between England Rd and RT 198 (Julie); kiosk on island in the middle of the Town Hall parking lot (Anne); on the Old Town Hall/Museum (Dick). Bob Grindle will draft some ideas and suggested the Committee look for a great spot to put signs as they drive around town.

d. Julie – Update Garden Tour:

The Garden/House Tours are suspended due to liability concerns with who is responsible if someone is injured on private property. The town would not be responsible per opinion from the Town Attorney. Dick Weingart commented that there must be a solution and suggested one-time insurance may be available and will follow up with the First Selectman. Bob Grindle suggested there must be a way to get an insurance rider for one day and will check on.

e. Fundraising Projects – Members Discuss Costs/Sponsors re: Printing the Calendar, Framing the Founding Documents, Banner(s), Programs for the Play:

Anne Sicilian reported that the PTO and Chaplin Elementary are too busy this year to discuss participation in the Bicentennial and will follow up with them in the fall. Leslie Ricklin reported from Warren Church that the PTO sponsored 5K Race for next year will be held on June 4, 2022. She also spoke to the Library Director regarding displaying the Bicentennial events who suggested creating a more attractive calendar as the laminated calendar may be difficult to read (a project for the summer intern).

8. CONTINUE WORK ON THESE PROJECTS. ARE THERE OTHER PROJECTS WE NEED TO FOCUS ON? IS THERE ANYONE/PEOPLE WE WANT TO INVITE TO THE SEPTEMBER 10 EVENT?

Work will continue on the above projects.

9. SUGGESTIONS FOR NEXT AGENDA:

- Liability Issues for Garden Tours
- Update on Banners and Signs
- Coordinating with the Library for Nature Walks with the Children’s Playgroup
- Update on inviting dignitaries for September 10th

Julie Lindquist asked about T-shirts. Leslie Ricklin reported working on designs for the t-shirts and suggested not including the logo and likes “Celebrate Chaplin”.

Julie Lindquist reported that hand stamps could be done at the Post Office and would require a volunteer for the day and the purchase of a hand stamp.

10. DATE AND TIME OF NEXT MEETING:

The next meeting will be held on July 13, 2021 at 4pm in the Library Meeting Room.

11. MOTION TO ADJOURN:

Motion to adjourn (5:34 PM) was made by Bob Grindle, seconded by Anne Sicilian and carried unanimously.

*Respectfully submitted by Kathleen Scott
Recording Clerk*