

**Wallingford Recreation Committee
Meeting Minutes
May 2, 2024, 5:30 PM**

Committee members: Shannon Pytlik, Mark Noble & Brian Ferguson

Members missing: Sandra Hochberg & David Cornwell

Public Present: Andrew Cross (Rutland County Sheriff), Robert Cook (Constable)

Mark Loseby from the American Legion was not present.

Call meeting to order – Shannon called the meeting to order at 5:30.

Approve agenda - Agenda approved by consensus.

Public comment - None

Memorial Day Parade Planning:

The group met to discuss the planning for traffic control for the Memorial Day Parade. The parade is scheduled for May 27th at 10 AM. Lineup is at the Family Dollar parking lot at 9:45. Participants were asked to contact Sandi to register for the parade.

Two years in a row there has been issues with traffic control resulting in traffic in the parade.

2 years ago – we didn't have coverage on the southern end because the sheriff was called away to an emergency. A tanker came thru heading north as the parade was heading south. The tanker had to be stopped and pull over to the side of the parade.

Last year the first leg of the parade went smoothly. When the parade headed out of the cemetery and north Florence Ave wasn't covered, and cars were pulling out and into the parade.

Officer Cross confirmed that two officers can be provide. Corp Cram will be one.

Parking:

Parking – should people be parking on the street? We have an older population and people can't walk far. We will allow parking on the street. We will have handicapped parking near the 4 corners, instead of no parking.

Communication:

Use state 2 channel on any radio. This is a local channel that all police have access to. We need to get Constable Cook a radio to use. He will ask the Wallingford FD. Chief Hughes is the Wford parking department chief, and Robert will ask him if we can borrow the department radio's.

Signage:

- Put signs up stating road closed during certain times (borrow from road crew)
- Church St – ask if road crew or fire department can park a car in the road or put a BIG SIGN
- Florence Ave – sign and officers

Detailed schedule:

9:30: Police meet with constable at fire department to go over the final plan for the traffic control

9:45: Parade lineup at Family Dollar

10:00: Stop the traffic at north and south on Rt 7 and on Rt 140

10 AM – Send down the ambulance to make sure the path is clear of traffic

10:02: Parade starts

This is an excerpt from the Memorial Day Parade SOP:

Parade Line-up:

Color Guard

Memorial Wreath

Military Veterans/Speaker

Grand Marshall

Politicians/dignitaries

Gold Star Mothers

Band

Marching Units

Horses and other farm animals

Fire Truck or ambulance

Emergency vehicles should not use sirens during the parade. Only use sirens in an emergency.

Station Assignments:

NORTH STATION - At the intersection of Rt 7 & Maple Street

Drives to FLORENCE AVENUE - At Intersection with Rt 7

- Officer to stop traffic when parade starts.
- Officer will follow the parade and STOP at FLORENCE AVE.
- Stays at Florence Ave to shut down traffic for second leg of parade.

MIDDLE STATION: Robert Cook – Constable – located at the Rt 7/ Rt 140

- Stops all traffic at 10 AM for first leg of traffic.
- Stop traffic again when alerted the parade is heading north out of the cemetery.
- Remain of help with traffic control after parade ends.

SOUTH STATION: Officer from RC Sheriff's Dept

- Shut down traffic going north at 10.
- Open traffic back up once parade has entered the cemetery.
- Stops traffic when the parade starts up to head north.

SOMEONE from RECREATION: 5 MINUTE WARNING

When parade is about to start heading north again out of the cemetery the following will occur:

- Give a 5 minute warning to officers in all 3 positions\
- Notify Robert Cook at Rt 140/7 and the officer at Florence Ave to shut down traffic again.
- All stations shut down traffic at Rt 140, Florence Avenue and Rt 7 south.

Things to do:

- Borrow signs from road crew
- Put signs out on roads notifying users the roads will be closed on 5/27 from 10-11:30.
- Borrow a radio from the FD (Robert)

Meeting adjourned at 6:18 PM