

**TOWN OF HAMDEN**  
**TOWN CENTER PARK COMMISSION SPECIAL MEETING**  
**MARCH 18, 2014**  
**10:00 AM**  
**MAIN FLOOR CONFERENCE ROOM**  
**HAMDEN GOVERNMENT CENTER**  
**2750 DIXWELL AVENUE**  
**HAMDEN**

**Commissioners in attendance:** Matt Fitch, Chairman  
Jessica Hazan  
Meg Nowacki  
Gerry Tobin

**Others in attendance:** Julie Smith, Deputy Chief Administrative Officer  
Mimsie Coleman, Director of Arts, Recreation and Culture  
Liz Frias, Parks Special Events Coordinator  
Peggy Craft, Clerk of the Commission  
Debbie Chavoya, P.L.A.C.E.  
Tracy Stone, P.L.A.C.E.

**CALL TO ORDER**

Mr. Fitch called the meeting to order at 10:05 AM.

**ATTENDANCE**

Attendance was taken as noted above.

**APPROVAL OF THE FEBRUARY 10, 2014 MINUTES**

**Ms. Nowacki motioned to approve the Minutes of the February 10, 2014 Meeting. Ms. Tobin seconded the motion. The motion passed unanimously.**

**CHAIRMAN'S REPORT**

Mr. Fitch informed those present that the movies chosen for the Friday Night Movies Series are as follows:

Frozen  
Willy Wonka and the Chocolate Factory  
Field of Dreams  
Mama Mia  
Ferris Bueller's Day Off

He said it is now necessary to choose the dates for each movie. The movies will be shown every Friday night beginning on August 8<sup>th</sup> and continuing through September 5<sup>th</sup>. There will be a rain date of September 12<sup>th</sup>. Mr. Fitch said the Disney movie, Frozen, can only be shown from August 19<sup>th</sup> to August 31<sup>st</sup>. He added that Frozen should be shown on August 22<sup>nd</sup> with a rain date of August 29<sup>th</sup>. He also said that he thought Willy Wonka should be shown on August 15<sup>th</sup>. Regarding the remaining dates, Ms. Smith said the Commissioners should decide which of the movies would be the best kick off movie and which would be best to close with. It was felt that the

musical, Mama Mia, would be the best one to kick off the season on August 8<sup>th</sup>. It was also felt that Ferris Bueller would be a good choice for September 5<sup>th</sup> (the start of the school year). Field of Dreams would be shown on August 29<sup>th</sup>, but in the event of rain on August 22<sup>nd</sup>, Frozen would be moved to August 29<sup>th</sup> and Field of Dreams would be shown on September 12<sup>th</sup>. The following scheduled was agreed on by all present:

August 8<sup>th</sup> - Mama Mia  
August 15<sup>th</sup> - Willy Wonka and the Chocolate Factory  
August 22<sup>nd</sup> - Frozen (Rain date August 22<sup>nd</sup>)  
August 29<sup>th</sup> - Field of Dreams (Will be re-scheduled to 09/05/14 if necessary to accommodate Frozen)  
September 5<sup>th</sup> - Ferris Bueller's Day Off

There was a discussion regarding the Movie Night at Keefe Community Center. Ms. Coleman said usually all fees are waived for these movies; however, Swank refuses to waive their fee. They have said they will reduce the fee but not waive it. The fee was reduced from \$425 to \$150. Ms. Coleman explained the background to this program. She added that this program supplies juice and popcorn to the attendees. The juice and popcorn are donated.

Mr. Fitch said there will be an official announcement regarding the Southern Hamden Farmers Market. Ms. Smith said there was a meeting regarding the Market. She also explained the background in creating this Market. She said the Market in the North will be more family oriented, the Southern Market will be more arts oriented. Ms. Smith further described the activities at both markets.

Ms. Frias said most of the vendors will be returning, and all but one will at both markets.

There was a discussion regarding having musicians at the Southern Market. Ms. Frias has discussed this with Steve Rogers of Open Space.

Ms. Frias said next month will be the Community Tag Sale. She said Goodwill is very excited about this, and would like to have their trailer there for donations. Ms. Frias also said this event is being offered to Hamden Residents for \$10.00 per table, and Goodwill will be there to accept donations. Ms. Fitch asked about bathroom access. Ms. Smith said there is a Port-A-Potty there, and the Library will be open.

Mr. Fitch asked about having a shredder there. Unfortunately there is not a shredding truck available.

Mr. Fitch said Mr. Leng will be manning a booth answering questions regarding the recycling carts.

Ms. Frias has been in touch with five food vendors. She has not heard back from all of them.

The cost for this event will be:

Hamden Residents - \$10.00 in advance, \$25.00 on the day of the event  
Non- Hamden residents -- \$25.00

There was a discussion regarding the revenue from this event. Ms. Smith said there has been a Revenue Account and Expense Account created for Town Center Park events. Ms. Smith is in

Discussion with DEEP regarding grants that may be available. There will also be a meeting with State Representative Mike D'Agostino regarding this subject.

There was a discussion regarding the promotion for this event. Ms. Frias has not promoted it yet pending Council approval. Ms. Smith said Ms. Frias could start promoting it with the disclaimer that it is pending Council approval.

Next, the June 7<sup>th</sup> Road Race was discussed. Ms. Smith is waiting to hear from Clay and Robin. She added that the foot work (no pun intended) is already in place. Mr. Fitch added that the ground work has been laid (again, no pun intended). Ms. Smith said it is not necessary to go through the bid process for this event since it is under the new Purchasing threshold guidelines.

### P.L.A.C.E

Ms. Chavoya and Ms. were in attendance to discuss a Film Work Shop they will be holding on April 16<sup>th</sup> and 17<sup>th</sup>. Ms. Chavoya suggested that they create a short PSA for the Road Race. It could be shared on the Town website and Facebook page, and the Town Center Park Facebook page, etc. Ms. Chavoya said she would like to work with someone on the Committee regarding this. Ms. Smith volunteered to work with Ms. Chavoya on this project.

There was a discussion regarding the events that are scheduled for Town Center Park.

There was a discussion regarding the dates for the two Food Truck Festivals. There was also a discussion regarding the times for these events. Mr. Fitch suggested these events be held from 4:00 PM to 9:00 PM.

Ms. Smith discussed the guest vendor fees for the Farmers Market. She said there would be a half fee for a vendor attending up to 8 times. The fee would be \$75.00 for one market half fee, and \$150.00 for both market half fees.

The fees for the Farmers Market will be as follows:

- \$250.00 for both markets for the entire season
- \$150.00 for one market for the entire season
- \$75.00 for a half year fee (up to eight dates)
- \$150.00 for half year at both markets (up to eight dates)

It was noted that these fees are pending Legislative Council approval.

Ms. Coleman suggested that Frozen be moved to the next day (August 23<sup>rd</sup>) – so that there will be no conflict.

### ADJOURNMENT

There was no further business to come before the Commission and Chairman Fitch called for a motion to adjourn. **Ms. Tobin motioned to adjourn. Ms. Nowacki seconded the motion that passed unanimously. Mr. Fitch adjourned the meeting at 10:47 AM.**

Submitted by \_\_\_\_\_  
Peggy Craft, Commission Clerk