



Duck Race Transition Task Force
Thursday, June 9, 2022 at 1:00 p.m.
Via Zoom
Special Meeting Agenda

- 1. Call to order**
 - a. Attendance

- 2. Acceptance of meeting minutes**
 - a. May 4, 2022 Special Meeting Minutes
Documents: Attachment A (Pgs. 3-4)

- 3. Old Business**
 - a. Logistics:
 - i. Police/CERT
 - ii. Permit Transfer
 - iii. Duck Organization – 6/11
 - iv. Ticket Sales Date
 - b. Partners:
 - i. Update on Partner List
Documents: Attachment B (Pg. 5)
 - c. Prizes
 - i. Update on Prizes List
Documents: Attachment C (Pg. 6)
 - d. By Commissioners

- 4. Adjourn**

Respectfully submitted,

Jazzya Coakley
Recording Secretary
City Arts & Culture Commission

Topic: Duck Race Transition Task Force
Time: Jun 9, 2022 01:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://bristolct-gov.zoom.us/j/83899823221?pwd=anJzcEJYb00yYzJqZjIQUOEJEK1Zkdz09>

Meeting ID: 838 9982 3221

Passcode: 125766

One tap mobile

+19292056099,,83899823221# US (New York)

+13017158592,,83899823221# US (Washington DC)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 838 9982 3221

Find your local number: <https://bristolct-gov.zoom.us/j/kdhglhxKDO>



Duck Race Transition Task Force
Wednesday, May 4, 2022 at 12:00 p.m.
Via Zoom
Special Meeting Minutes

1. Call to order

- a. Arts & Culture Supervisor Lauren Imholte called the meeting to order at 12:03 p.m.
- b. Attendance

Present: Andrea Adams, City Arts & Culture Commissioner
Dee Babkirk, Advisory Member
Katie D’Agostino, Advisory Member
Dawn Nielsen, Advisory Member
Cheryl Thibeault, City Council Liaison

Lauren Imholte, Arts & Culture Supervisor

2. New Business

- a. Supervisor Imholte and Task Force reviewed the Logistics of the Duck Race:
 - i. Date: Confirmed for October 2, 2022 with tentative launch time of 2 p.m.
 - ii. Permits: Transfer from Chamber to City Arts & Culture Commission process will need to be done.
 - iii. Map – Police and Public maps: Discuss streets and fees with police department.
 - iv. Ticket Sales Date: In correlation with permit logistics.
 - v. Organize Ducks: Set up volunteer duck sorting dates tentative for June or July.
MOTION: Made by Advisory Member D’Agostino to accept Duck Race logistics.
Seconded by: Council Member Thibeault, all in favor; motion carried.
- b. Supervisor Imholte and the Task Force discussed the Partnerships of the Duck Race:
 - i. Farmington Valley Trout Club confirmed for 10/2 date
 - ii. Priority Partners Include:
 - BCHS
 - Bristol Exchange Club
 - Ivy Drive PTA
 - Stafford Elementary School
 - United Way**MOTION:** Made by Advisory Member Nielsen to implement the purchase of 50 tickets minimum for priority partners.
Seconded by: Commissioner Adams, all in favor; motion carried.
- c. Supervisor Imholte and the Task Force discussed Prizes.
MOTION: Made by Council Member Thibeault for the Chamber to donate the 1st place prize.

Seconded by: Advisory Member Nielsen, all in favor; motion carried.

- d. Supervisor Imholte and the Task Force discussed Vendors.
- e. Supervisor Imholte and the Task Force discussed Sponsors.
- f. Supervisor Imholte and the Task Force discussed Volunteer Groups.
- g. Supervisor Imholte and the Task Force discussed Sales Locations.
- h. By Commissioners: None.

3. Adjourn

- a. **MOTION:** Made by Commissioner Adams to adjourn the meeting at 12:50 p.m.
Seconded by: Council Member Thibeault, all in favor; motion carried.

Respectfully submitted,

Jazya Coakley
Recording Secretary
City Arts & Culture Commission

DRAFT

ATTACHMENT B

Partner	Contact Name	Email	Phone	Status
BCHS Central Stage	Gina Gallo	ginagallo@bristol12.org	8604026981	Sent
Bristol Central Maroon & White Committee	Gina Gallo	ginagallo@bristol12.org	8604026981	Sent
Bristol Exchange Club	Jason Fields	JF895997@gmail.com	8607076286	Sent
Ivy Drive PTA	Shannon Cohen	ivydrivepta@gmail.com	8609671051	Sent
Stafford Elementary School	Nickie Mason	nicolemason@bristol12.org	8605847824	Sent
United Way	Judi Ann Lausier	jalausier@uwwestcentralct.org	8605829559 x 407	Sent
Miss Forestville Scholarship	Linda Lubrico	lubrico@sbcglobal.net	8603022566	Sent

ATTACHMENT C

I'm asking each member of the *City Arts & Culture Commission* and the *Duck Race Transition Task Force* to contact 2-3 businesses and request prize donations by June 15, 2022.

Directions:

1. Review the below list of prior prize donations, companies, and contacts.
2. Select 2-3 contacts that you can commit to contacting by June 15th and put your name in the *Commissioner Rep* (column J) column to claim this donation.
3. Update the *Status* column to let us know when you've received commitment of the prize donation(s), the *Pickup/Delivery* column with information about how to retrieve the prize donation(s) (i.e., they will mail the gift card, we need to pick up the physical item, etc.) and the *Notes* column with any pertinent information (i.e., they want to donate a different prize of similar value).

Important Info:

- The prizes that are highlighted in yellow were previously purchased by the Chamber of Commerce and will need to be replaced by donations. They are available to be replaced by any prize of similar value from any company. The previous prizes listed are there to give you an idea, but do not need to be used. Alternatively, you could still reach out to the company listed to see if they would like to donate. *Andy* - when you reach out to BNI, if they're willing to donate anything additional, you can list the prizes in some of the yellow available slots - email me if you have questions.

- If you are choosing Max Pizza, please claim all of the prizes where Selios is the contact and ask for all four (row 27, 28, 35, 36).

- If companies are going to mail their prize(s) to the department, please have them address it to:

BPRYS
Attn: Lauren Imholte
51 High Street
Bristol, CT 06010

- You can contact the companies by email or phone (if you have a connection with the company/contact, I'd recommend phone). When you call, be sure to mention:

1. Who you are and what your position is (i.e., City Arts & Culture Commission member).
 2. That we've taken over the Duck Race from the Chamber of Commerce, and we'd love to continue to have them as a donor.
 3. Remind them what they donated last year.
 4. Ask if they can donate the same item, or an item of similar value this year.
- After you hear of their commitment, then you can work out logistics on how to retrieve the prize.

Note: I'm hoping this is comprehensive and digestible for you all! If you have any questions, please email me (laurenimholte@bristolct.gov) or give me a ring at 860-584-6157

Thanks team :)

Prize	Prize Sponsor Company	Contact Name	Address	City	State	Zip	Phone Number	Email	Commissioner Rep	Status	Pickup/Deliver	Notes
\$1,500	Chamber of Commerce	Katie D'Agostino	440 North Main St	Bristol	CT	06010		k.dagostino@centralctchambers.org	Chamber	In Progress		
	The Ultimate Companies	Nancy Brault	200 Central Street	Bristol	CT	06010	(800) 999-6484	nbrault@theultimatecompanies.com	Chamber	Complete		
\$750	Webster Bank	Tim Bergstrom	575 Farmington Avenue	Bristol	CT	06010		tbergstrom@websterbank.com	Chamber			
32" RCL Android Smart HDTV (\$250 Value)	Sandy's TV & Appliance	Sandy Marino	590 Wolcott Road	Wolcott	CT	06716	(203) 879-1404	smarino@sandystv.com				
Weekend Overnight Stay for Two with Breakfast at DoubleTree by Hilton Bristol (\$250 value)	DoubleTree by Hilton	Christine Malay	42 Century Drive	Bristol	CT	06010	(860) 589-7766	Christine.Malay@Hilton.com	Dawn Nielsen			
Everyone's a Star Photography and Facepainting (\$250 value)	Everyone's a Star	Crystal Maher						everyonesastarphotography@yahoo.com		Complete		
Restaurant Membership through 12/31/22 at Chippenee Country Club (\$220 value)	Chippenee Country Club	Juan Rodriguez	6 Marsh Road	Bristol	CT	06010	(860) 589-5645	jayrod6912@gmail.com	Chamber			
4 Lake Compounce Passes for 21/22 Season (\$200 value)	Lake Compounce	Lynsey Winters OR Jeffrey Davis	822 Lake Avenue	Bristol	CT	06010	(860) 583-3300	lynsey.winters@PalaceEntertainment.com	Dawn Nielsen			
ESPN Travel Duffie Bag (\$200 value)	ESPN	Wendy Palmisano	935 Middle Street	Bristol	CT	06010		wendy.a.palmisano@espn.com	Andy Adams			
Stacey Lynn Photography Session (\$175 value - Donated by BNI)												
One Free Week of Doggie Daycare at Woof Pack (\$149 value)	Woof Pack	Bob Carbonell	30 Cross Street	Bristol	CT	06010	(860) 993-1601	bob@gowoolpack.com				
AVAILABLE - Cheshire Detail - Interior Car Detail (\$129 Value)												
\$125 Emily's Catering Gift Card	Emily's Catering	Rick Kerzner	105 Central Street	Bristol	CT	06010	(860) 585-8625	rick@emilyscater.com				
AVAILABLE - Wireless On-Ear Headset (\$110 Value)												
\$100 City True Value Hardware Gift Card	City True Value	Joe Englert	750 Farmington Avenue	Bristol	CT	06010		joe@citytruevalue.com	April Dews	Complete	April will pickup	
\$100 Connecticut Beer Tours Gift Card	Connecticut Beer Tours	Michelle Stanish	1 Town Line Road	Plainville	CT	06062	(860) 255-8446	michelle@ctbeertours.com				
AVAILABLE - 4 passes to the Mark Twain House & Museum (\$80)									April Dews			
\$50 Cafe Real Gift Card	Cafe Real	Eduardo Garces	156 School Street	Bristol	CT	06010	(860) 973-8905	e.garces@cafereal.co	Dawn Nielsen			
\$50 AMC Gift Card	Veterans Strong	Donna Dongnin					860-584-6258	info@vetstronginc.org	Andy Adams			
\$50 Max Pizza IV Gift Card for Upstairs Party Room	Max Pizza IV	Stelios Koutouvides	454 Middle Street	Bristol	CT	06010	(860) 261-5823	maxpizza8@gmail.com	Andy Adams			
\$50 Max Pizza IV Gift Card for Upstairs Party Room	Max Pizza IV	Stelios Koutouvides	454 Middle Street	Bristol	CT	06010	(860) 261-5823	maxpizza8@gmail.com	Andy Adams			
\$25 Gift Card by Brewed Awakenings	Parkside	JR Rusgrove							Kim Villanti	Complete	Arranging pick up	
\$25 Gift Card Pure Foods	Pint & Plate	JR Rusgrove							Kim Villanti	Complete	Arranging pick up	
\$25 Gift Card Pint & Plate		JR Rusgrove							Kim Villanti	Complete	Arranging pick up	
\$25 GGift Card Parkside Cafe		JR Rusgrove							Kim Villanti	Complete	Arranging pick up	
AVAILABLE - \$50 The Art of Yum Gift Card												
AVAILABLE - \$50 City Steam Brewery Gift Card												
\$50 Grocery Giftcard	Veterans Strong								Julie Norton	Complete	eed to arrange pick up	
\$50 Stavros Pizza Gift Card	Stavros Pizza	Eleni Miller	962 Pine Street	Bristol	CT	06010	(860) 261-5800	Eleni.Liapakis@me.com				
AVAILABLE - \$50 Woof Gang Bakery & Grooming Gift Card									April Dews			
\$25 Max Pizza Gift Card (Stafford Ave)	Max Pizza	Stelios Koutouvides	108 Stafford Avenue	Bristol	CT	06010	(860) 261-5823	maxpizza8@gmail.com	Andy Adams			
\$25 Max Pizza Gift Card (Stafford Ave)	Max Pizza	Stelios Koutouvides	108 Stafford Avenue	Bristol	CT	06010	(860) 261-5823	maxpizza8@gmail.com	Andy Adams			