



Duck Race Transition Task Force
Monday, September 26, 2022 at 1:00 p.m.
Via Zoom
Special Meeting Agenda

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

- 2. Acceptance of meeting minutes**
 - a. June 9, 2022 Special Meeting Minutes
Documents: Attachment A (Pgs. 3-4)

- 3. Public Participation**

- 4. Old Business**
 - a. Event Logistics Updates:
 - i. Permit Transfer
 - ii. Duck Organization
 - iii. Ticket Sales
 - b. Update on Event Partners
Documents: Attachment B (Pg. 5)
 - c. Update on Event Prizes
Documents: Attachment C (Pg. 6)
 - d. By Commissioners

- 5. New Business**
 - a. Event Marketing
 - b. Event Vendors
Documents: Attachment D (Pg. 7)
 - c. Event Staffing & Station Logistics
 - d. By Commissioners

- 6. Adjourn**

Respectfully submitted,

Jazzya Coakley
Recording Secretary
City Arts & Culture Commission

Topic: Duck Race Transition Task Force
Time: Sep 26, 2022 01:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://bristolct-gov.zoom.us/j/88561574658?pwd=QjQ2bEFiVEkyVWtyVzdXNWFqZHJpZz09>

Meeting ID: 885 6157 4658

Passcode: 530569

One tap mobile

+13126266799,,88561574658# US (Chicago)

+16469313860,,88561574658# US

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 931 3860 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 719 359 4580 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 386 347 5053 US

Meeting ID: 885 6157 4658

Find your local number: <https://bristolct-gov.zoom.us/j/88561574658>



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

1. Call to order

- a. Arts & Culture Supervisor Lauren Imholte called the meeting to order at 1:01 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. Acceptance of meeting minutes

- a. **MOTION:** Made by Commissioner Nielsen to accept the May 4, 2022 Special Meeting Minutes.
 Seconded by: Commissioner Adams, all in favor; motion carried.

3. Old Business

- a. Supervisor Imholte reviewed and the Task Force discussed the logistics of the Duck Race:
 - i. Supervisor Imholte met with Lt. Krajewski, Bristol Police, and provided update that the CERT was obtained and both road closures and safety have been confirmed for the event.
 - ii. Supervisor Imholte filed for the event permit transfer under City Arts & Culture Commission.
 - iii. Supervisor Imholte stated there will be another Duck Organization event on 6/11 which will be posted on department media outlets. Discussion followed.
 - iv. Commissioner D’Agostino is looking into the State vs. City form regarding ticket sales date. Discussion followed.
- b. Partners:
 - i. Supervisor Imholte provided updates on the Partner List. Discussion followed.
- c. Prizes
 - i. Supervisor Imholte provided updates on the Prizes List. Discussion followed.
- d. By Commissioners:
 - i. Commissioner D’Agostino inquired about marketing the event on social media i.e. The Duck Race Facebook Page. Discussion followed.

4. Adjourn

- a. **MOTION:** Made by Commissioner Adams to adjourn the meeting at 1:15 p.m.
Seconded by: Commissioner Nielsen, all in favor; motion carried.

Respectfully submitted,

Jazzya Coakley
Recording Secretary
City Arts & Culture Commission

DRAFT

Duck Race Tickets

Ticket #	Commissioner/Partner Name	Agreement Completed
8-107	Bristol Exchange Club	No
201-351	Fisher Elementary School	Yes
360-369	Andy Adams	N/A
370-379	Andy Adams	N/A
380-389	Walt	N/A
390-399	Walt	N/A
400-409	Cheryl	N/A
410-419	Cheryl	N/A
420-429	Cheryl	N/A
430-439	April	N/A
440-449	April	N/A
450-459	Tiffany	N/A
460-469	Jeff	N/A
470-479	Jeff	N/A
480-489	Julie	N/A
490-589	Fisher Elementary School	No
630-779	BCHS Center Stage	Yes
780-960	BCHS Maroon & White	Yes
1080-1479	Stafford Elementary School	Yes
1481-1609	Fisher Elementary School	Yes
2000-2049	Bristol Splash Team	No
80	Ivy Drive PTA	Yes

Prize	Prize Sponsor Company	Contact Name	Address	City	State	Zip	Phone Number	Email	Commissioner Rep	Status	Pickup/Deliver	Notes
\$1,500	The Ultimate Companies	Nancy Brault	200 Central Street	Bristol	CT	06010	(800) 999-6484	nbrault@theultimatecompanies.com	Chamber	Complete	In hand	
\$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	Complete	In hand	
Everyone's a Star Photography and Facepainting (\$250 value)	Everyone's a Star	Crystal Maher						everyonesastarphotography@yahoo.com				
Restaurant Membership through 12/31/22 at Chippanee Country Club (\$220 value)	Chippanee Country Club	Juan Rodriguez	6 Marsh Road	Bristol	CT	06010	(860) 589-5645	jayrod6912@gmail.com	Chamber			
4 Lake Compounce Passes for 22/23 Season (\$200 value)	Lake Compounce	Lynsey Winters OR Jeffrey Davis	822 Lake Avenue	Bristol	CT	06010	(860) 583-3300	lysey.winters@PalaceEntertainment.com	Dawn Nielsen	Complete	In hand	
ESPN Travel Duffie Bag (\$200 value)	ESPN	Wendy Palmisano	935 Middle Street	Bristol	CT	06010		wendy.a.palmisano@espn.com	Andy Adams	Emailed		
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@gowoofpack.com				
Cheshire Detail - Interior Car Detail (\$129 Value)	Cheshire Detail		1125 Highland Ave	Cheshire	CT	06410	(203)250-7001					
\$125 Emily's Catering Gift Card	Emily's Catering	Rick Kerzner	105 Central Street	Bristol	CT	06010	(860) 585-8625	rick@emilyscater.com	Andy Adams	Confirmed	In hand	
Wireless On-Ear Headset (\$110 Value)	Walmart		1400 Farmington Ave	Bristol	CT	06010	(860)585-1700					
\$50 City True Value Hardware Gift Card	City True Value	Joe Englert	750 Farmington Avenue	Bristol	CT	06010		joe@citytruevalue.com	April Dews	Complete	In hand	
\$100 Connecticut Beer Tours Gift Card	Connecticut Beer Tours	Michelle Stanish	1 Town Line Road	Plainville	CT	06062	(860) 255-8446	michelle@ctbeertours.com	Andy Adams	Emailed		
4 passes to the Mark Twain House & Museum (\$80)	Mark Twain House		351 Farmington Ave	Hartford	CT	06105	(860)247-0998		April Dews	Called		Awaiting confirmation from manager
\$50 Cafe Real Gift Card	Café Real	Eduardo Garces	156 School Street	Bristol	CT	06010	(860) 973-8905	e.garces@cafereal.co	Dawn Nielsen	Not interested		
\$50 AMC Gift Card	Veterans Strong	Donna Dongnin					860-584-6258	info@vetstronginc.org				
\$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 Ivy Brewed Awakenings	Parkside	JR Rusgrove	41 Brewster Rd	Bristol	CT	06010			Kim Villanti	Complete	In hand	
\$25 Gift Card Pure Foods	Pint & Plate	JR Rusgrove	457 North Main St	Bristol	CT	06010			Kim Villanti	Complete	In hand	
\$25 Gift Card Pint & Plate		JR Rusgrove	182 Main St	Bristol	CT	06010			Kim Villanti	Complete	In hand	
\$25 GGift Card Parkside Cafe		JR Rusgrove	224 North Main St	Bristol	CT	06010			Kim Villanti	Complete	In hand	
\$50 The Art of Yum Gift Card	Art of Yum		1092 S Main Street	Plantsville	CT	06479	(860)318-2057					
Tommy's Place and Market - \$50	Tommy's Place								Andy Adams	Complete	In hand	
\$50 Grocery Giftcard	Veterans Strong								Julie Norton	Complete	need 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	Andy Adams	Confirmed	need to arrange pick up	
\$50 Woof Gang Bakery & Grooming Gift Card	Woof Gang Bakery		62 Isham Rd	N. Hartfort	CT	06107	(860)216-5917		April Dews			Awaiting callback from manager
\$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	Confirmed	In hand	*Alfredo
\$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	Confirmed		

Organization	Contact	Phone	Email
Crafty Bombshell Designs	Cari Mendez	860-977-2415	thecraftybombshell@aol.com
Kaylan's Kitchen	Corey Simons	860-459-4328	corey@kaylanskitchens.com
Jewelry Designs by Meechell	Michele Zeizick	203-768-5738	miz0571@sbcglobal.net
Cub Scout Pack 425	Whitney Shackford	860-941-7895	pack425committee@gmail.com
BSA Troop 1425	Whitney Shackford	860-941-7895	zoeybean27@yahoo.com
The Mana Palace	Kalidia Reyes	860-302-8630	reyeskali24@gmail.com
Bristol CERT	Sue Radke		radkesg1@gmail.com