

City of Sunbury
Events and Commemorations Committee Meeting Minutes
January 11, 2023, at 3:30 PM

Call to Order

Cindi Cooper called the Events and Commemorations Committee (“Committee”) meeting to order at 3:30 pm in the Council Chambers.

Roll Call

Those answering roll: Cindi Cooper, Dave Martin, and Murray Neff. Others in attendance included Assistant City Administrator Daryl Hennessy, and Clerk of Council Amber Swain.

Approval of the Minutes

Mrs. Cooper moved approval of the December 14, 2022, meeting minutes. The motion was seconded by Mr. Neff, Mr. Martin abstained. Minutes approved.

New Business

No new business was discussed.

Unfinished Business.

Parade Guidelines and Best Practices

Mrs. Cooper opened the discussion on this topic. She met with the Sunbury Police Department and got their input on the parade guidelines. The draft guidelines were discussed by the Committee and additional input provided to staff. Topics included parade staging, entrant limits, tossing of candy, and others.

The Committee also briefly discussed parade routes and alternatives. Additional work on this topic is needed before any changes in routes are proposed. No changes in routes are expected this year.

Decision Making Matrix

Mrs. Cooper talked about the matrix and a proposed change to allow staff to take an event request directly to Council if time is of the essence. The Committee agreed this would be helpful, particularly as the City transitions to a new permit system.

Power on the Square – Update

Mr. Hennessy said no quotes for the work were received by the original deadline. The deadline has been extended and he will report on submissions at the next Committee meeting.

Visitors

Barry Bennett commented on his work with Mr. Hennessy to update power on the Square.

Adjournment

After careful consideration, the Committee agreed to move its regular meeting schedule to the fourth Wednesday of every month. There being no further business, Mrs. Cooper moved to adjourn the meeting. The motion was seconded by Mr. Neff and approved unanimously.