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**Town of Winchendon  
Winchendon Parks and Recreation Commission  
March 7, 2024 Minutes-6:30pm  
4th Floor Conference Room, Town Hall**

WINCHENDON TOWN CLERK  
RCUD APR 3 2024 PM12:17

**Committee Members Present:** Tiffany Newton (Recreation Coordinator), Andrew Beauvais (Vice Chair), Melanie Franklin, Debra Bradley (Chair), Dawn Higgins, Emily Bradley, Emily Croteau

**Absent Members:** Dylan Romanowski, Debra Kane

**Non- Members:** Payton Davis, Piper Herget

Meeting called to order at 6:38 p.m.

**Member Updates:** Emily Croteau has submitted her resignation effective after this meeting due to continual conflicts with work and activities. She will finish out her initiative of Athlete Movie Night on May 4<sup>th</sup>.

**Rec Coordinator Updates**

*Holiday Decor*

- We ordered our holiday décor inclusive of:
  - 10 banners and brackets
  - 10 light pole snowflakes
  - 2 skyline displays with 12 bows
  - 2 large decorative ground ornaments
  - And multiple cases of assorted ornaments ranging from 6"-10"
- All the decorations were delivered yesterday 3/6.

*Egg Filling*

- We held our first egg filling event this morning at the senior center and we were able to complete just over half of the eggs
- We are out of candy so will need to order more and put a call out for donations
- We will be holding another egg filling event at the cornerstone church at 6pm on March 14<sup>th</sup>.

*Trivia Recap*

- Trivia was very well attended with 7 teams participating
- The CAC raised over \$600
- This month we will do a 50/50 raffle and put our raffle items from Bingo out to help bring in some money for Parks & Rec

*Rentals/events/park usage updates*

- We are working on a possible partnership to host an album release for a new MA country artist who is also a veteran- this should resonate with our community
- We have been seeing an increase in inquiries for park rentals and have an upcoming park wedding
- Kiwanis/CAC will be partnering and doing all of the food for our upcoming events.

**Old Business**

*Event Binders*

- Melanie has been working on the binders with Tiffany and sample binders with checklist were presented. Melanie will be adding sheets to the binders to get them up and running.
- Parks and Recreation has been using the binders for the last couple events.

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### **Member Initiatives**

- Dawn-Ren Faire
  - We are still in need of lots of volunteers
    - Suggested to ask the school and key club
  - We will be asking the Girl Scouts and/or Boy Scouts to run the children's corner for the 2<sup>nd</sup> day
  - We will be partnering with the Red Apple Farm for this and they will be hosting a 2<sup>nd</sup> weekend after us
  - We are working on a new Crest/logo which was shown to the commission for review
- Emily C-Athlete Movie Night
  - The check from the Boosters was handed in
  - Tiffany will send the flyer with the updated date to the school and to Emily C, so she can distribute to the Athletic Directors/coaches.

### **Clean up day-invasive species**

- Because the Rental of the park for April 20<sup>th</sup> fell through and we have the onsite Ren Faire Rehearsal on the 21<sup>st</sup> we will be moving the park clean-up day back to the original date of April 20<sup>th</sup> at 10am.
- As part of this we have a lot of cut glossy buckthorn that hasn't been removed from the property and needs to be. There has been an issue with the NQTA and the DPW which has led to it being left on the property at this time.
- We hope to get this rectified prior to the clean-up day but if by chance it is not we do not want any of the volunteers moving this as we do not want it to proliferate through the park.

### **New Business**

#### ***New Movie Pricing***

- I was informed after submitting for our movie licensing that the cost per movie is going up this year.
  - The increase is \$30 more per movie, so instead of \$375 a movie it will be \$405 per movie

### **Minutes**

- Melanie made a motion to accept the minutes from February 20, 2024 as presented. Dawn 2<sup>nd</sup>.

Debra B (Y) Dawn (Y) Debra K ( ) Emily B (A) Andrew (Y) Emily C (Y) Dylan ( )  
Melanie (Y)

### **Financials**

#### ***Monthly Budget Update***

- No questions or comments on the budget at this time.
- Tiffany noted that we have received a Title Sponsor of \$5,000 from the French Family Foundation and Fidelity Bank sponsored a movie sponsor for \$300.
- A discussion with Scott Brown led to him committing to sponsoring \$900 under 3 movie night sponsorships

### **Other Business**

#### ***Committee Comments/feedback***

#### ***Deb B and Andrew***

- Wondering about progress on the Rec Bucks/punch card program for volunteers
- Reuseable cups?

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- Tiffany mentioned it would have been difficult in the past with different vendors but now that we have Kiwanis we could maybe work something out.

*Melanie*

- Question about what games we have for the egg hunt
  - We have the egg on the spoon race, Ring the bunny ears, and 3 legged race
- What time to be at the park to hide eggs
  - 8am

*Tiffany*

- Announced upcoming events and help needed
  - Murder Mystery- we have additional volunteers so not all members that volunteered are required
  - Egg My Yard- looking for people to help do yards, we only have 4 so it isn't too hard
  - Adult Egg Hunt- we are looking for help to hide the eggs starting at 4pm at the Snowbound
  - Bingo- We need to advertise better

**Adjourned 7:35 p.m.**

Dawn made a motion to adjourn and Emily C 2<sup>nd</sup>

Debra B (Y) Dawn (Y) Debra K () Emily B (Y) Andrew (Y) Emily C (Y) Dylan ()  
Melanie (Y)

**Approved:**

*Debra Bradley*  
*Alan R.*  
*Dawn Higgins*  
*Emily Bradley*