

7/11/23

WINCHENDON TOWN CLERK  
RCVD JUL 13 2023 PM 3:45

**Town of Winchendon  
Winchendon Parks and Recreation Commission  
June 20, 2023 Minutes-6:30pm  
4th Floor Conference Room, Town Hall**

**Committee Members Present:** Dawn Higgins, Tiffany Newton (Recreation Coordinator), Debra Bradley (chair), Andrew Beauvais, Debra Kane, Emily Croteau

**Absent Members:** David Alexander & Emily Bradley

**Non- Members:** Morgan Eldredge

Meeting called to order at 6:32 p.m.

**New Member Interest:** Liz Beauregard is interested in volunteering and Tiffany will be reaching out to her. Morgan Eldredge is here tonight as he recently switched his major to Event Management and is possibly interested in volunteering/interning with Tiffany.

**Recreation Coordinator Updates**

*Grand Opening ReCap*

- We took in \$2,195, \$555 of which was from the Ahimsa Haven raffles
- The event was really well received with only teeny items to be adjusted such as speaker's sound and bikes in the amphitheater.
- We will continue a founder's day event each year at the same time
- We could write a grant for the next few years for Fireworks if that is something we want to continue

*Solstice ReCap*

- Very rainy and was inside the field house
- Gave out lots of brochures and did sell some items so we made \$81

**Old Business**

*Food Truck Festival*

- We have 15 vendors, 2 with a double spot
- A map of the area was given out and explained
- Questions about rain options specifically for the band were discussed
- The Commission as well as some of the band still want to play so we discussed tenting options and the gazebo as a back-up plan.

*Stained Glass Craftermoons*

- Tiffany had a meeting with the woman from Toy Town Stained Glass last week
- The suggested item to make was a nightlight and the cost is in line with our typical class cost of \$25-\$30
- The Commission needs to pick a date, either December or January
- Commission decided on January 13<sup>th</sup> or the following week if that is better for the Stained Glass woman

*Updated Rental Policies*

- Debra B made a motion to accept the rental fee schedule as presented with one change in wording to be clearer (Mon-Thurs and Sun. to be Sun-Thurs). Emily C 2<sup>nd</sup> the motion

Debra B (Y) Dawn (Y) Debra K (Y) Emily B ( ) Andrew (Y) Emily C (Y) David ( )

**New Business:***Drive in Movies*

- Was discussed with Brian (DPW) to try to update our movies to drive ins but upon more discussion this will not be feasible at least for this year.
- On the movie note 10 pairs of movie tickets were purchased and donated to be given out at the door to anyone who can prove Winchendon residency (1 pair per household)

*Update to 5 and Under Policies*

- Due to our increased capacity it is suggested that the commission update their policies for paid events to be free for 10 & under instead of 5 & under
- Debra B made a motion to update the policy from ages 5 & under free to ages 10 and under free, with paid adult admission. Dawn 2<sup>nd</sup> the motion

Debra B (Y) Dawn (Y) Debra K (Y) Emily B ( ) Andrew (Y) Emily C (Y) David ( )

*2024 Sponsorship Packet*

- There were no comments on the tiers as presented so Tiffany will move forward with this plan

*Individual Member 2024 Initiatives*

- Each member was asked to come up with an initiative for the 2024 season. This is something that each member will be in charge of, with the help of the Recreation Coordinator
- Emily B-Teen Engagement Carnival Night
- Dawn-Renaissance Faire
- Andrew- Boat Rentals
- Debra K-Promoting hiking and other hiking/outdoor programming
- Debra B-TBD possibly letterboxing
- Emily C-Ball Pit-Sports Team Bonding nights

*July Meeting Schedule*

- July 4<sup>th</sup> would be our 1<sup>st</sup> meeting of the month and July 18<sup>th</sup> Tiffany will be on vacation. It is suggested to move the meeting to July 11<sup>th</sup> and only hold one meeting in July
- Debra B made a motion to move the meetings on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of the month to just one meeting on July 11<sup>th</sup> to meet the Commission's scheduling needs. Andrew 2<sup>nd</sup> the motion

Debra B (Y) Dawn (Y) Debra K (Y) Emily B ( ) Andrew (Y) Emily C (Y) David ( )

- Do to this vote there was discussion about all the upcoming events to happen before our next meeting so everyone had it all strait. These included 3 movie nights our 1<sup>st</sup> GAR concert, and our 1<sup>st</sup> ticketed concert at the Amphitheater.



- Tiffany said she will send a signup sheet out to the commission for these via email

### Minutes

- Debra B made a motion to accept the minutes from May 23<sup>rd</sup> and June 6<sup>th</sup> as presented. Dawn 2<sup>nd</sup> the motion  
Debra B (Y) Dawn (Y) Debra K (Y) Emily B ( ) Andrew (Y) Emily C (Y) David ( )

### Financials

*Last minute Financial Updated before FY23 end*

- We have approximately \$128.78 left in our annual budget, suggestion is to purchase items for Family Olympics as previously discussed.

### Other Business

- None at this time

**Adjourned:** 8:22 p.m.

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

Debra B (Y) Dawn (Y) Debra K (Y) Emily B ( ) Andrew (Y) Emily C (Y) David ( )

**Approved:**



Debra Kane

Dawn Higgins

Debra Bradley

Emily Artoan