

915123

**Town of Winchendon  
Winchendon Parks and Recreation Commission  
August 15, 2023 Minutes-6:30pm  
4th Floor Conference Room, Town Hall**

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

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

**Non- Members:**

Meeting called to order at 6:30 p.m.

**New Member Interest:**

**Melanie Franklin** has been back in forth gathering information about the duties and responsibilities of joining the commission. She confirmed she would be sending in a letter of interest this week

**Angela Raymond** has emailed about being interested and asked for more information about the requirements and responsibilities. She was sent our policies and procedures and we haven't heard back from her yet. Tiffany will follow up with her this week.

**Gabe Beauvais** has expressed interest to Andrew and Andrew will follow up with him.

**Recreation Coordinator Updates**

*Winchenstock*

- This was our 1<sup>st</sup> official rental so there are bound to be some notes
  - We needed to have a DPW detail on site
  - We should also plan to go the day after to pick up anything that is left behind after events.
  - Some notes regarding flow of traffic/parking should be more clearly addressed in our rental application
  - Some complaints from neighbors about drinking and smoking in the field and trickle down effect about police detail- Our approval required a police detail and to our knowledge there was one on site

*Sept 2<sup>nd</sup> Event*

- Coming along nice in planning stages
  - Make sure to secure face painting, see if girl scouts would like to participate in the fashion show.
- Still looking for lots of volunteers, maybe 8 or so
- Post will be going out on social media and an email blast will be going out to our E-mailing list.

**New Business**

- None at this time

**Old Business:**

*Member Initiative Updates*

- **Dawn-** an enthusiastic 1<sup>st</sup> meeting was held on August 9<sup>th</sup>

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- a storyline is being worked on
- we are still looking for performers and food ideas
- The next meeting is August 23<sup>rd</sup>
- The event will be held on April 27<sup>th</sup> and 28<sup>th</sup>
- **Andrew**-A walk through was held last Thursday with Tiffany and Briand and the Mass Boating and Fishing
  - There are 2 viable locations for car top carry in boats (canoe/kayak)
  - 1<sup>st</sup> at WCP
  - 2<sup>nd</sup> at the Bike path which will be emergency access and special use.
  - They also discussed putting some fishing points along the bike path as well.
  - There should have a preliminary plan to us by October
  - The rental systems are on pause until we hear more about the ramps

#### *Input on paid admission events for 2024*

- Deb Kane sent in suggestions for Kentucky Derby event or a Mardi Gras event
- Murder Mysteries are successful but were forgotten on the line up so those will be added in.
- Winter movie-short like a Claymation
- Emily B's Carnival initiative.

#### *Update to Free Community Day Schedule*

- We cannot hold a community day in April because we only received funding for 8 days in our FY 2024 budget and that would make 9.

#### **Minutes**

- Dawn made a motion to approve the minutes from August 1, 2023 as presented Emily C 2nd

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

#### **Financials**

##### *Grant Funding and Uses*

- .Current 4 Seasons Grant
  - Suggested uses are additional heaters, more tents, Table umbrellas, and the 4 season bell tents
  - Andrew made motion to approve the purchasing for 3 umbrellas, 2 10x20 tents, 2 bell tents, and 12 outdoor heaters. Dawn 2<sup>nd</sup>

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

- 2023 Program Expansion Grant
  - We need to decide on street decorations
    - Options in our budget include candy canes and snowflakes
      - Could we do garlands across the street in 3 points.
    - Still looking to get some more pricing from another company
    - We also have \$1000 to go towards more holiday lights and decorations



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- The commissions decided to just buy that amount of money in lights and stuff and we will find places to use them.
- Suggestions were at the park on the new wooden rails or on the bridge coming into town by gourmet
- Cultural Council Grants
  - We plan to apply to the MCC projects and festivals grant for \$2,500 to support the Ren Faire
  - We will be applying to the surrounding LCC's including Winchendon, Templeton, Gardner, Ashburnham, Westminster, & Hubbardston
    - Ren Faire
    - Free Concerts at GAR
    - Crafternoons
    - Community Days
    - Movie Nights?
- Robinson-Broadhurst Funding
  - We should ask for money for:
    - Fireworks
    - Marketing
    - Ticket booth
    - Ren Faire
    - Boating systems?
- Look for grants specific to marketing

#### Other Business

- Deb B's letter boxing initiative
  - She planted the 1<sup>st</sup> box at Lake Dennison and asked if we wanted to test it out tomorrow at 10am.
  - Looking to do a 3 piece puzzle stamp in the park trails
  - She is hoping to tie this into Deb K's hiking initiative

Adjourned: 8:23 p.m.

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

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

Approved:

*Dawn Higgins* *Emily Cateau*  
*Emily Bradley* *Deb Kane*  
*Andrew* *Dylan Repkowski*  
*Debra Bradley*