

**Town of Winchendon  
Winchendon Recreation Commission  
September 20, 2022 Minutes-6:30pm  
Town Hall 4<sup>th</sup> floor conference room**

**Committee Members Present:** Debra Bradley (chair), Emily Bradley, Abigail Bradley, Camille Hart, Dawn Higgins, Tiffany Newton (Recreation Coordinator)

**Absent Members:** Emily Croteau

**Non- Members:** 2 members of the community (Mom and Son)

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

Deb Made a motion to open the meeting at 6:30pm and Emily B second it

**Membership**

- Discussion about voting in a Vice Chair. Tiffany let the committee know that student members cannot hold the vice chair position which, only leaves Dawn
- Camille made a motion to appoint Dawn to the Vice Chair position. Emily B 2nd Deb (Y) Dawn () Emily B (Y) Abigail (Y) Camille (Y) Emily ()

**Updates:**

*Fall Fest*

- Tiffany expressed not having luck with calling Table Talk. Deb suggested emailing them through the community page as that is how she got ahold of them last time.
- The hay from Andy Brooks is good to go
- We still have not heard back about the pumpkins, Tiffany has called 3 times. IF we cannot get an answer by the 1<sup>st</sup> week in October we should look to get them from somewhere else.
- We still need to ask 3 judges. Chief Smith is out as he is too busy with demonstrations
- We can borrow tables from The Winchendon School-Abby will arrange borrowing the tables (2-3)
- Deb suggested we have a dog bowl with treats on our table at Fall Fest
- Deb asked that the posters for our events that are posted at Fall Fest be 8x14

*Festival of lights*

- We need to take an inventory of our lights by November
- We have opened up registration for our Craft Vendors
- We should aim to set up our lights the last weekend in November- We need to talk with Brian from DPW.
- We can ask the public for donations of lights they are no longer using

*Art Nights*

- We should be looking for a new person.
- If we cannot secure someone by the 1<sup>st</sup> week in October we should plan again for next year.

### *Amphitheater Opening*

- This is still moving forward as planned

### *Pet Parade*

- Will be held October 29<sup>th</sup> at 4pm
- It was asked if we wanted the Clark to handle registration or if we should do it.
  - It was decided for the Commission to handle registration with the Clark also advertising with us.
- We will decide on prizes at our next meeting
- Clark would like to partner next year to hold their Trunk or Treat at the Community Park.

### *Town Wide Clean Up*

- There is a cost associated with the dumpster-Tiffany to finalize with Brian what that cost is and if we actually need a dumpster.
- The Winchendon School doing a clean up on Sept 27<sup>th</sup>.
- We will decide to cancel or not at our next meeting

### **Old Business:**

#### *Booking Guidelines*

- Tiffany presented the Booking guidelines and usage fees to the committee with all updates suggested from the previous meeting
- Deb made a motion to accept the Booking guidelines and usage fees as presented. Dawn 2<sup>nd</sup> the motion  
Deb (Y) Dawn (Y) Camille (Y) Abby B (Y) Emily B (Y) Emily C ( )

### **New Business**

#### *Robinson Broadhurst Grant*

- Suggestions from Recreation Coordinator for Grant are Light Decorations(wreath) and Holiday Decorations
- Committee also wants to include funds for band for the summer concert series and funds for infrastructure for the Food Truck Festival such as tents, tables & chairs, and porta potties.

#### *New Ideas*

- Deb suggested an International music festival
- Valentine's ice skating –Camille is going to check with The Winchendon School about using their ice Rink.
  - Hot cocoa
  - Sell carnations

#### *Appreciation Day*

- Tiffany let the committee know the Town Manager doesn't think it is Recreations Place to hold this event.
  - This need to go through BOS

### **Financials**

- No updates to discuss-financials handed out to the committee

### **Minutes**

- Committee to Approve Minutes from Sept. 6<sup>th</sup>

- Deb mad a motion to accept the minutes as presented, Dawn 2<sup>nd</sup>  
Deb (Y) Dawn (Y) Camille (Y) Abby B (Y) Emily B (Y) Emily C ()

### **Other**

Deb asked about advertising in the housing opportunity or other opportunities to advertise

**Adjourned:** 7:28 p.m.

Dawn motion, Camille 2<sup>nd</sup>

Debra (Y) Emily B (Y) Abigail (Y) Emily C () Dawn (Y) Camille (Y)

### **Approved:**

*Camille Hert*  
*Dawn Higgins*  
*Debra Bradley*  
*Abigail Bradley*  
*Emily Bradley*