

2.21.23

**TOWN OF WINCHENDON**  
**Winchendon Recreation Commission (WRC)**

WINCHENDON TOWN CLERK  
RCUD FEB 22 2023 AM 9:18

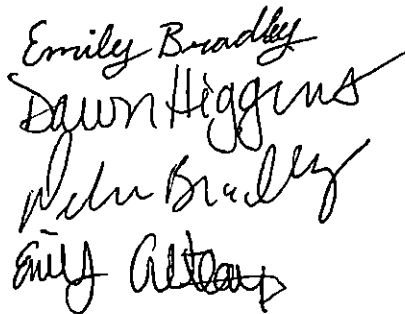
**Minutes of the March 15<sup>th</sup>, 2022 Meeting**

(As noted by Debra Bradley)

- 7:14 P.M.** Call Meeting to Order  
Attendance – Tiffany Newton, Debra Bradley, Emily Bradley, Abigail Bradley  
Absent – Linda Hofhaug, Laura Gaydos
1. Review previous meeting notes – Motion to approve – Tiffany; Seconded by Debra Bradley, approved Abigail Bradley, Emily Bradley
  2. Member update – 2022 Renewal of Roles
    - Chair – Debra Bradley – Tiffany Newton Motion, all approved.
    - Vice Chair – Open – Temporary Tiffany Newton - Debra Bradley Motion, all approved.
    - Tressure – Tiffany Newton – Debra Bradley Motion, all approved.
    - Secretary – Open – Temporary Debra Bradley – Tiffany Newton Motion, all approved.
    - Member – Linda Hofhaug
    - Member – Laura Gaydos
    - Member – Abigail Bradley
    - Student Member – Emily Bradley
    - Student Member - Open
  3. Treasurer update
    - Budget 2022 \$4,100 due to a budget increase from previous years. Budget renews for next fiscal year July 1<sup>st</sup> 2022.
    - Gift Account - \$5,100
  4. 2022 Events
    - Easter Egg Hunt
      - i. Entertainment Permit is submitted and approved during Board of Selectman (BOS) meeting.
      - ii. Kayla Maine – Volunteered to be the Easter Bunny
      - iii. Egg Supplies – budget approx. \$235 for eggs and filler (candy, stickers, etc). – Debra Bradley Motioned to approve, Tiffany Newton, Emily Bradley, Abigail Bradley all approved.
      - iv. Special Eggs – hidden with special prize.
      - v. Murdock National Honor Society members have offered to volunteer to help fill and hide eggs.
      - vi. Jellybean Contest to be added at the WRC Information Table.
      - vii. Marketing/Advertising Check list being worked on.
    - Food truck Festival
      - i. Friday, June 24<sup>th</sup>, 2022
        1. Start 5:00 – 8:00om
        2. Food Truck Co-Ordinator will advertise.
      - ii. 15 Food Trucks
      - iii. Mobil Café
      - iv. Bull Spit possibility (pull their own permit)
        - v. Board of Health will start 3 hours before the festival to inspect each truck.
      - vi. Battle of the bands

With advance notice, the Town Manager's Office can arrange for reasonable accommodations for persons with disabilities or difficulties accessing the meeting. To request assistance, contact the Town Manager's Office at 978-297-0085.

1. Emily to reach out to school music teacher to recruit bands.
  - vii. Entertainment permit needed – on the BOS agenda for 3/28/2022.
  - viii. Police detail – two officers needed \$40.00 per hour.
  - ix. Additional Porta Potties needed including ADA.
  - x. Tables and Chairs – approx. 10 tables for a festival of this size.
  - xi. Trash pick up to be determined.
  - xii. Marketing/Advertising Check list being worked on.
- o Summer Band Series
    - i. Tiffany Newton making phone calls to previous bands.
    - ii. Open dates: July 8<sup>th</sup>, 15<sup>th</sup>, 22<sup>nd</sup>, 29<sup>th</sup>.
    - iii. Marketing/Advertising Check list being worked on.
  - o Scavenger Hunt (tabled for a later date)
  - o Tour de Winchendon Bike Ride (tabled for a later date)
  - o Winchendon Fall Festival (tabled for a later date)
  - o Halloween Pet Parade (tabled for a later date)
  - o Festival of Lights/Tree lighting.
    - i. Craft vendor fair – Table fees deposited in to Gift Account.
    - ii. Vendor contacted for light displays –
      1. Met with Ryan Whelpley of RW Holiday Lights out of Athol, MA.
      2. Toured outside areas of Winchendon Town Hall, G.A.R. park, Central Street and the park across from Town Hall.
      3. Ryan is to quote a request for a small, medium, and large displays. Will also include in the quote cost of renting the lights.
      4. Maintenance is included if any lights fail during the season.
      5. Set up is during November.
5. Taste of Winchendon – Conjunction with HEAL
    - o Date, May 14<sup>th</sup>, 2022
    - o Abigail to represent WRC as she is a cross member of both organizations.
  6. New business
    - o H.E.A.L. Pop-up kitchen. Idea in the works.
    - o WCP – Next Meeting Monday 3/21/2022
    - o Notice: The above topics do not prohibit additional last minute unforeseen topics.
  7. Next Meeting:
    - o Meetings held on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday at 6:30.
    - o Next Meeting April 5<sup>th</sup>, and April 19<sup>th</sup>
    - o Town Hall 4<sup>th</sup> Floor Conference Room
  8. Adjournment 8:24. Tiffany Newton – Motion, all approved.


  
Emily Bradley
   
Dawn Higgins
   
Peter Bradley
   
Amy Altman