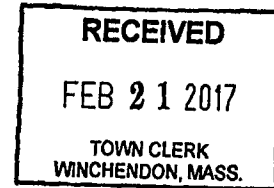


Jan. 27, 2017
Minutes Approved



Winchendon Parks and Recreation Commission
Minutes from meeting at 6:00p.m. on Thursday, January 16th, 2017
at Winchendon Town Hall, 4th Floor Conference Room

Present: Laura Gaydos, Brian Dickens, Tina Santos, Michaela Benedict

Absent: Jay Pereira

Call to Order: 6:16pm

Agenda: Approve minutes of 1/19/17 and 1/11/17, drafting of annual report, FY 2018 budget discussion

The committee began the meeting by recognizing that on Monday, January 23rd, 2017, the Winchendon Board of Selectmen formally accepted committee member Noel Veilleux's resignation. The committee then voted 4-0 to approve the minutes of the past two meetings in January: 1/11 and 1/19.

The committee acknowledged that our 2016 annual report will be authored by member Laura Gaydos with the advice and input of the committee, with a due date of February 9th, 2017.

FY 2018 Budget Discussion

The committee discussed the potential budget change for the committee for the 2018 Fiscal Year. FY2017 saw the committee's budget reduced from \$3,400.00 to \$2,400.00. The committee is seeking an increase in that budget due to new costs not compatible with the current budget.

Laura noted that the average pay for our Summer Concerts Series is about \$350.00. With seven performers, the total cost of the series is \$2,450.00, which is over our annual budget. In the past, committee members like Brian Dickens and Noel Veilleux have performed on the series as a courtesy as they cannot be compensated, thus saving \$700.00 from our annual concert budget. Both Brian and Noel do not want to feel compelled to play these shows to save our budget. For that reason, the committee is seeking a budget increase in FY 2018.

Brian brought up the cost of paper flyers used to promote our summer concerts. The committee orders them locally and pays a \$80.00 fee to the Winchendon Courier to get the flyers placed in copies of the newspaper as inserts. The committee orders 1,500 flyers to be put in the Courier- 1,000 for placement and 500 to be posted and handed out at the shows. The cost for that many flyers is \$200.00. Brian noted that the Town Manager's Office has offered to let us use their printer, but not for that many copies. For that reason, the committee seeks a budget increase so that the summer concerts can be well promoted.

Laura brought up the costs of the annual easter egg hunt. The committee plans to order 1000 candy-filled eggs from Sunny Bunny Easter eggs, a non-profit company in Missouri that employs 250 people with disabilities. This costs the committee \$109.00. Laura purchased additional candies and prizes to be given to the children who attend, bringing the total cost of the annual event to at least \$200.00. This, in fact, is a big reduction from the expense of the event in past years, as the committee bought its own eggs and candy. This cost is covered by our current budget, but not if we choose to book two more performers in the summer who are actually compensated. For that reason, the committee seeks a budget increase in FY 2018.

Laura brought up the committee's participation in the annual Fall Festival at Ingleside. Since 2015 the committee has purchased pumpkins from a farm in Deerfield, MA and provided them to children to paint at the festival. The cost of the pumpkins was \$100.00 for 150 pumpkins. Each year, the committee runs out of both pumpkins and paint for this event. For that reason, we seek a \$200.00 consideration to our annual budget to cover that event.

In one last budgetary note, Tina brought up the importance of the donation made to the committee in December 2016 from Don O'Neill and the Winchendon Historical Society. This donation of \$250.00 allowed the committee to replace its lights which were vandalized and destroyed after being left on the tree through the year. The committee is in possession of these new lights after their being removed from the tree by the Fire Department. The committee is seeking a \$100.00 rainy-day-fund to cover the cost of lights every year. Of course, it is not guaranteed that the committee will need new lights every year, but if we do, a \$100.00 increase would cover replacement bulbs, strings and decorations for our event.

The total budget increase that the committee will request is undecided as of this meeting. However, the total of desired increases mentioned in these minutes totals \$1,380.00.

After the budget discussion the committee made a tentative plan for the 2017 Easter Egg Hunt at Old Center. The committee moved 4-0 to host this event on April 1st, 2017 with a rain date of April 8th, 2017. Either event would begin at 10am sharp.

Also, the committee agreed 4-0 to host a family night at the summer concert series in 2017, featuring DJ's, food, face painting and games.

The committee spent the remaining time in this meeting thinking about new programming. Brian and Michaela brought up the idea of having a youth oriented concert and New Years party at Town Hall in December 2017. In the train of thought of bands and youth oriented things, the committee agreed that a Battle Of The Bands type of event would be fun to have in Winchendon, whether or not our committee plans it. Michaela noted that the winner of such event could play the aforementioned New Years party.

The committee moved 4-0 to plan the next meeting for February 2nd at 6pm.

Committee moved 4-0 to adjourn @ 7:05pm.

Next meeting: Thursday, February 2nd, 2017 at 6:00p.m. destination TBA