

**TOY TOWN PARTNERSHIP
WINCHENDON ENHANCEMENT COMMITTEE
MEETING MINUTES – WEDNESDAY, July 15, 2015
109 Front St., 4th Floor Robinson-Broadhurst Conference Room**

Present: Dave Romanowski, WEC Sub-committee Chairman
Jane LaPointe
Pastor J. Lillie

Linda Daigle
Ken LaBrack

Absent: Don O'Neil, Kris Provost, Steve Haddad, John Deline

Note: our next WEC committee meeting is **July 29 at 5 p.m.**

Documents presented at meeting:

- None

The meeting was called to order at 5:18 p.m.

Review of Minutes –

- Minutes of July 8, 2015 were approved

Fall Festival – Come Together for the Toy Town of Tomorrow

- Linda as filed our application for a permit with the BOS. It will be discussed for approval on 7/20/15 at 6:30 p.m. She noted that the Board of Health doesn't want us to have refrigerated-based desserts. Linda will check if we do get a refrigerated case what the process is for getting a permit
- We discussed jobs:
 - Linda (?) will ask the Winchendon School if we can use the kitchen at Ingleside to temporarily store deserts the day of the Festival.
 - Linda will contact Colleen to see if she is able to help this year – small pumpkins for a painting versus carving contest; perhaps gifts from area merchants to use for prizes; supplies for the nursing station.
 - John will take care of the lawns, water, electric as he did last year. If we need an electrician, there is an electrician on Ash Street Dave will ask for pro bono help.
 - Jane will produce a committee task list for this year's Festival.
 - J has sent emails to last year's and prior year's vendors. He will check for people going to the craft fair in Peterborough who will hand out applications.
 - J will send Dave a copy of the vendor form; Dave will see if it can be "electrified".
 - J will get last year's surveys to Jane so she can compile a list of people to contact to become involved in "Coming Together".
 - Jane will revise for our use a community skills survey that we will start using at the Festival.
 - Ken will see if the Sons of the Legion will manage the parking lot the day of the Festival.
 - Ken will coordinate with the bands
 - Ken will pass out the flyers and sign up sheet for Festival events. He did this last year.

- GALA is willing to do a demonstration booth and will put out a call for artists in their next news letter. In return, they will have a free booth.
- Dave will update the flyers, sign up sheets and poster.
- Kris will solicit sponsorships – we need to produce a write up for him to give to sponsors. Question: how will we publicize the sponsors?
- Bob Betourney will do the auction.
- We discussed the budget and need to revisit it with any changes.
 - Dave LaPointe's band will perform as a donation to the Town and WEC. This is a savings.
 - Can we rent 2 versus 3 porta potties (1 handicap and 1 regular)?
 - Linda will call Perfect Parties to negotiate a reduced price for: trackless train (\$900), bouncy (\$325), corn maze (\$1200), coconut climbing trees (\$1200). This was a unanimous vote of the WEC, moved by Jane, seconded by Ken.
 - Prizes. Do we have cash and/or donated prizes (donated gift certificates etc.). This was raised to see if we had funds in the budget we could shift to inflatables. If donations, who will ask for these? Check with Don and Kris for advice on the baking and pie eating contest. Need to decide on the amazing race. If we're making changes, need to have the prizes clear in the flyers.
- Dave confirmed the availability of the local petting zoo. He is putting J in touch.
- Site visit – to plan the location of activities: petting zoo in the circle where the pumpkins were last year; tree climb in area near band (volley ball court), bouncy and maze in area between barn and garage.

Ingleside

- The subcommittee reported on their very promising meeting with Bernie, acting Town Manager, who has been involved in projects such as this. He questioned the need for athletic fields and asked about the possibility of over 55 cluster housing. Dave informed him that the ultimate use of Ingleside will be a decision by the community and will be reflected in the support that people have in participating to make anything a reality. We don't believe that the character of the land, including wetlands, would support housing and other community based activities.
 - He will speak with Al, acting head of DPW about doing the crosswalks
 - He will also instruct Al to reserve \$75K of Chapter 90 funds for the design work on the intersection of Hall Road, Spring Street and Glenallen Street. He said that there would be a way to temporarily "borrow" the funds internally until they are reimbursed by the State.
 - He agreed that it was important for him to speak with the School about releasing the property prior to all the work being done, but once the design is complete and the application to MassWorks is submitted (approved?)
- Linda will speak with Bernie about this later point – the need for a MOU with the Winchendon School. The WEC could vote to use some of this year's Robinson-Broadhurst grant to cover costs.
- **John Deline** is a critical person in meeting the deadlines. The subcommittee will follow up with him
 - John was going to speak with Al (DPW) today (July 15) to review details re the crosswalks.
 - John or Al would get crosswalk specs from the State
 - John would speak with John Kerney to confirm the location of the crosswalks.

- John will assist in getting Tighe & Bond hired and get them the information they need. According to the subcommittee, John knows what this is.
- **The application to Mass Works must be in by the end of August;** it will need the design from Tighe & Bond. John should let us know if anyone on the committee can be of help.

Public/Civic/Government Outreach – N/A

Social Media – N/A

Website

- Linda will have a WEC link on the Town website under the Toy Town Partnership page and ask Don for a WEC email address.
- We'll start with a link for the Fall Festival

Old Business – N/A

Correspondence – N/A

Public Comment – There were none.

Adjournment: adjourned at 6:37 p.m.

Submitted by: Jane LaPointe