

Town of Winchendon
Winchendon Parks and Recreation Commission
June 19, 2024 Minutes 6:30PM
DPW Office, First Floor, Town Hall

WINCHENDON TOWN CLERK
ROUD JUL 31 2024 PM2:14

6:37 pm Call to Order

Members in attendance: Brian Croteau (Town Hall Representative), Debra Bradley (Chair), Dawn Higgins (Vice Chair-by phone), Melanie Franklin (Secretary), Debra Kane

Absent Members: Dylan Romanowski, Emily Bradley

Non-Members Present: None

Minutes

Melanie made a motion to take the agenda out of order to approve the minutes.

Dawn 2nd

Deb B. (Y), Melanie (Y), Dawn (Y), Deb K (Y), Emily(), Dylan()

Dawn made a motion to pass the minutes from the meeting on 6/4/24.

Deb B. 2nd

Melanie (Y), Deb B.(Y), Dawn(Y) Deb K.(A), Emily(), Dylan()

Address any membership changes: Jennifer Phelps has submitted her letter of interest and will be going before the board of selectmen at their next meeting to be appointed.

Old Business

- Recap Founder's Day
 - Great turnout, Great event! We should get a second food vendor to help with the lines. It would not take away from the Kiwanis, Add in the farmer's market for more vendors!
- Recap Summer Solstice
 - Jess and Deb K were there. Went well! Very good connecting day. Not much merchandise sold but several season fliers were handed out.

New Business

- June 22nd Reminiscent Concert
 - Deb Bradley and Melanie will be there. Mary volunteering at the info/ticket table, Jay Lillie to help set up. Youth Change Makers will also be there.
 - Rain Location will be at the Senior Center or we will postpone and reschedule.
- June 28th Food Truck Festival
 - Confirm volunteers
 - Confirm vendors send email to vendors: 1st come 1st serve for spots.
 - Follow up with BOH for all permits
 - All tables, chairs and porta-potties are ordered.
 - Bring our tents, table, brochures
 - Volunteers arrive 3:00
- Melanie Made a motion to allot \$4000 for the purchase of the electronic movie screen
 - Deb B. 2nd
 - Dawn(Y), Deb K.(Y), Deb B. (y), Melanie(Y), Emily(), Dylan()
- June 29th – ISSA and Family Olympics at WCP.
 - What needs to be ordered, what activities need to be planned

Notice- The above topics do not prohibit additional last-minute or unforeseen matters. Votes may be taken at any point.

The meeting room is handicapped accessible. With advance notice the Recreation Commission can arrange reasonable accommodation for persons with other disabilities. To request assistance, contact the Recreation Department at 978-297-5410.

- There was very little interest in Family Olympics so if anyone signed up, we will give them admission to a different event and we will not be holding the Olympics. We will just hold the ISSA concert.
- Who is volunteering
 - Brian, Deb Bradley and Deb Kane will be there.
- Confirm soundman
- July 6th—Moana movie night: Brian will be there to setup the screen if our new screen is not installed yet.
 - Once the new movie screen is installed, for all movie events, we will use the movie “fences” to block off the front of the stage once the new screen comes in as it will need to be in front of the screen because the material is too thick for it to be done behind like we have been doing with the screen we currently have.
- The Little Mermen
 - The promised tickets for the Little Mermen event need to be given to the CAC for this event.

Financials

- Brian's update to the commission.
 - All info is in OneDrive.
 - All financials are organized by account and separated into tabs.
 - Accounts will be updated monthly.

Other Business

- Committee comments or feedback
 - Three games were built for Life Size Game Day this past weekend.
 - Checkers, Plinco and battleship

Adjournment

Debra Bradley made a motion to adjourn the meeting at 7:47pm.

Deb Kane 2nd

Melanie(Y), Debra B.(Y), Deb K(Y) Dawn (), Dylan (), Emily ()

Approved: 7/16/2024