

Town of Winchendon
Winchendon Parks and Recreation Commission
November 5, 2024 Minutes 6:30PM
4th floor Conference Room, Town Hall

WINCHENDON TOWN CLERK
RCUD DEC 5 2024 AM 11:09

6:30 pm Call to Order

Member's present: Deb Bradley (chair), Deb Kane, Emily Croteau, Jennifer Phelps, Melanie Franklin (Secretary), Dylan Romanowski, Amy Boshco

Non Members Present: Bonnie Veilleux, Brian Croteau (Town Representative), Shaina Cunningham (Coordinator)

Commission Membership Interest

No further interest noted.

Coordinator's Report

- Action Points update
 - Working on building out the crafthoons.
 - Painted goat- Nov. 17th, Jennifer and Dawn will staff this.
 - We could do muffins for this event as a sort of brunch.
 - Jordan L is interested in doing a crafthoon in December-A painted sign
 - Jerry Caruso interested in doing a Comedy show possibly at the HUB in January-1.5-2 hours
 - Need to find out what the capacity for the HUB is
 - Charge \$10/person
 - Bingo: Sunday nights at 5pm possibly
 - The CAC will allow us to host Bingo free of charge due to our partnership.
 - Look for sponsors to build up the pot money to bring incentive.
 - We will put out a survey to see if Wednesday or Thursday at 6 or Sunday at 5 would be better days to do this event to see what would bring a better turn out. We would also like to have this on the same week as Trivia, the 2nd and 4th weeks.
 - Trivia: every 2nd and 4th Friday 6:30 pm starting in January
 - CAC will pay us \$50 to host
 - 5:30 set up

Collaborations

- Jill Sackett - Winchendon Winds collaboration
 - They will be the opening band for Founder's Day
- Farming is Life—Promotional materials
 - They would like to come to our next meeting.

Old Business

- Events Recap

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- Trunk or Treat: Successful! Great turn out
- Fall Festival: Great turnout. Successful- Prezels did well for sales.
- Crafternoon
 - Wreath went great! Had a good turn out.
- Haunted Trails
 - Very Successful
 - At least double if not triple attendance from the year before
 - Donation totaled \$1335 in cash donations, great pretzel sales
 - It went too late. Next year we can do 5-9pm following the trunk or treat
 - Suggestions were made to have it extend to 2 nights.
 - We could have a soft opening on Friday and full blown trails on Saturday.
 - Get more scare jump volunteers-it would be difficult to have the same people commit to two days in a row.
 - It may be great to have it on the same day as the haunted community day to build out the event.
 - More volunteers to keep an eye on the trails would be great.
 - Have a map or more signage to direct people to where they should go.
- Renaissance Faire Update
 - Getting bids from 3 different companies to hire for this event.
 - We are hiring it out and the board will be responsible only for the structure of the event.
 - 80 spots for camping \$200 per tent
 - Need extra supervision for this
 - We are going to incorporate the trails and have vendors throughout so we can keep parking in the lot and soccer field and still have jousting which will go in the field closer to the amphitheater.
 - All merchandise will not be dated so that it is timeless and we can sell it in future years.
 - Need to choose a company in the next couple of weeks.
 - They will be responsible to get all of the acts etc
 - Also providing all of the advertising. A suggestion was made to also advertise air bnb's and camping spots in town.
 - This event has the potential to grow with the park.
 - We will also have overflow parking with bussing people in.

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- Need drivers and shifts
- Brian will be the direct report for the company to ensure everything is happening on schedule.
- 2025 Calendar Planning
 - GAR Park
 - We will have 2 free bands this summer to play in July and August at GAR park.

New Business

- Upcoming Events
 - Murder Mystery
 - November 23rd
 - Contracted to Fae Guild Wonders, providing story line, decorations and promotion.
 - \$50/plate
 - We are providing food, renting plates and silverware.
 - CAC providing drinks
 - Hosting at the senior center.
 - Create a template for seating to get a number on how many people we can hold in the hall.
 - Holiday Decorating
 - Friday November 29th 10am depending on weather meet at the Barn. Saturday is the rain date.
 - the brackets for the banners will be put out so the DPW can put them up-these will stay up so we can switch out banners throughout the year.
 - All Hands on Deck!
 - Festival of Lights
 - Breakfast with Santa: 9-11am
 - Advertise it tomorrow
 - Craft Fair: 9am-2pm
 - Gnome Painting/ginger bread house decorating/Letters to Santa 2-4pm at the Senior Center Dining Room
 - Traveling Santa and Mrs. Clause 4-6pm
 - Move over to Grout Park at 5pm
 - Cookie Crawl-All day
 - Tree Lighting 5:30pm Grout Park

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- Carolers-volunteers: check with school choruses and churches
- Snow Ball Update
 - December 14th collaboration with SEPAC 6pm
 - Find out seating capacity to include a dance floor
 - CAC to pull wine/beer license.
 - We are a support for this fund raiser
- Toy Town Tree Festival Entry
 - Registered for this- need a point person
 - Find out day for decorating.

Minutes

- Approve minutes
 - Emily Croteau Made a motion to approve the minutes from 10/1/2024
 - Amy 2nd
 - All approve, motion carried.

Other Business

- Committee comments or feedback
 - Jennifer is putting together a list of bands for 2025. If anyone has suggestions for bands, reach out and let her know so she can add them to her list. Then she will sit down with Deb B. to get feedback on this and go over details.
 - We are looking to have multiple bands playing per concert, also hosting other events. This year we are looking to build out 3 large events other than concerts.
 - By pairing different things and building events out we are going to be more successful.
 - Suggestion to get a sign on the highways as a local attraction in town.

Adjournment

Emily Croteau made a motion to adjourn at 8:13pm.

Jennifer 2nd

All approved, motion carried.

Approved 11/19/2024