

Town of Winchendon  
Winchendon Parks and Recreation Commission  
November 19, 2024 Minutes 6:30PM  
4<sup>th</sup> floor Conference Room, Town Hall

WINCHENDON TOWN CLERK  
RCUD DEC 12 2024 PM2:00

Town of Winchendon  
Winchendon Parks and Recreation Commission  
November 19, 2024 Minutes 6:30PM  
4<sup>th</sup> floor Conference Room, Town Hall

**6:31 pm Call to Order**

**Members in attendance:** Debra Bradley (chair), Jennifer Phelps, Deb Kane, Bonnie Veilleux (Non-Voting), Emily Croteau, Amy Boshco, Melanie Franklin (Secretary)

**Absent Members:** Dylan Romanowski, Emily B.

**Non-Members in Attendance:** Shaina Cunningham (coordinator), Brian Croteau (Town Representative), Richy Pena, Jody Mendoza

**Commission Membership Interest:** The Commission is currently full.

**Farming is Life**

Sunset Social Collaboration

- We were able to get some funding to help support these and our larger events this coming season.
- The plans for this season's Sunset Socials was shared: flyers, planning, promotions etc.
- Shaina will schedule a meeting to discuss how we can help support these events and what that would entail
- We will discuss the price point for Winchendon Residents for possible reduced pricing.
- Each person who comes in will have a wrist band
- Brian will look into finding a layout/blueprint of the park so that Richy can come up with a map for the event.

**Coordinator's Report**

- Financial Update
  - A detailed overview of all funding and where it is spent will be given once a month.
- Holiday Decorating plan
  - Meeting at the Barn at 10am on Nov. 29<sup>th</sup>.
    - Game plan:
      - Central St., Grout Park, The New founders Park, Over by the horse and by the amphitheater.
      - Garland for the poles, bows, banners for Central Street.

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- We need to separate all of the decorations per park so that we can plan accordingly and are not trying to do it all on Friday.
- Trivia
  - Starting in January. 2<sup>nd</sup> and 4<sup>th</sup> Fridays at 6:30pm, setup at 5:30
  - We will find a template to function off of for each trivia night
- Indoor Comedy Event
  - Have this in March at the CAC.
  - Brian will give us a capacity at our next meeting.
  - We could shut bowling down so that we don't have the background noise.

### Old Business

- Toy Town Tree Festival
  - Decorating assignment
    - Parks and Rec event themed ornaments
    - Tuesday 26<sup>th</sup> 4:30pm all who can make it will come together to decorate the tree.

### New Business

- Festival of Lights Specific Planning/Volunteer Assignments December 7<sup>th</sup>
  - We will need to decorate the senior center before it begins.
  - Breakfast with Santa (9-11)
    - Brian and Deb B. are cooking
    - Will need servers
  - Craft Fair (9-2)
  - Cookie Crawl (all day-map pickup at the craft fair)
    - We have 8 people signed up so far.
  - Gnome Painting/Ginger Bread Man Decorating/Letters to Santa (2-4pm)
    - Jordan –Gnomes
    - Jennifer-Ginger bread men
  - Santa and Mrs. Clause (4-6)
  - Tree Lighting (5-6)
  - Caroling with Santa and Mrs. Clause (5:30-6)
- Renaissance Faire
  - Organization Update

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- We got a third bid in today and have to discuss specifics. Brian will have the contract for our next meeting.
- Subcommittee Update
  - The Subcommittee is on hold until we have a contracted company in place.
- December Crafternoon
  - Sunday December 15<sup>th</sup> at 2pm—Christmas sign making.
  - Jordan will come back with pricing for the boards so that we can solidify the ticket price for this to be advertised.
- Murder Mystery Dinner
  - There were no ticket sales made as of today and due to the high expense of the event and the need to sell a certain amount of tickets to turn a profit, there was a discussion about postponing this event.
  - Jennifer made a motion to push out the date for the murder mystery dinner to the New Year.
  - Deb K. 2<sup>nd</sup> the motion
  - Emily C. (Y), Deb B. (Y), Melanie (Y), Deb K. (Y), Jennifer (Y), Amy (N)
  - Motion passes.

### Minutes

- Approve minutes
  - Emily C. made a motion to approve the minutes from 11/5/2024
  - Amy 2<sup>nd</sup>
  - All approve
  - Motion passes

### Other Business

- Committee comments or feedback

### Adjournment

Emily C. made a motion to adjourn the meeting  
Melanie 2<sup>nd</sup>  
All approve  
Motion passes

**Approved:12/10/2024**