

WASHINGTON BOROUGH RECREATION COMMISSION

Minutes November 3, 2004

Call to Order

The meeting on November 3rd of the Washington Borough Recreation Commission was called to order at 7:30 by Chairman Terry Finnegan. In attendance were Erin Czarnecki, Terry Finnegan, Dawn Higgins, Rick Feldman, Candy DeFillippis, Angela Wallace, Jamie Prendergast, and Joe Kresser. Absent was Pete Jacobson.

The **Pledge of Allegiance** was said.

Review of Past Minutes

After the correction of spelling for Candy DeFillippis's name in the Call to Order section of the minutes from the last meeting on October 6th, the Minutes were approved by a motion made by Dawn Higgins, seconded by Erin Czarnecki.

Correspondence

- Kiwanis Attorney Letter to Nissen Contracting and Development (see attached)
This letter from Jerome Baucom, attorney for Kiwanis, gives the final notice that Nissen Contracting and Development, LLC, is in default of the terms of the contract with the Kiwanis Club of Washington in regard to the construction of a picnic pavilion at Boro Park if the work is not completed by November 8th, 2004. At that point, scaffolding and supplies will be removed. Rick Feldman will attend the Kiwanis meeting tomorrow (11/04) and request either another contractor be hired to complete the job, or ask that the incomplete structure be removed, as it is a possible hazard at the Park. Any liability will affect Kiwanis, the Boro, and the Recreation Commission.
- Advertisement for new Park Director (see attached)
- The ad for the new Park Director is currently running in several publications, as well as being advertised at several of the local schools. The response has been slow to date, with only six resumes received. In the meantime, Terry Finnegan had a telephone call from the Easton/Phillipsburg YMCA stating that their Y is interested in possibly starting a YMCA in Warren County. As a forerunner to this, the Y might be interested in assuming responsibility as Recreation Supervisor on a full time basis in Washington. The salary would be partly subsidized by the Y organization, since they are interested in building support in the area before actually constructing a new facility. The Y would be interested in developing programs that would be broader than just the youth programs
A question: would the Recreation Board lose control if the Y ran the pool and the programs? The Y would report to the Boro since the Boro would be paying the supplement of salary to the supervisor. Terry expressed interest in learning more about how the Y would handle Recreation activities and the pool and would like a

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representative of the Y to attend a Rec Commission Board Meeting. He was told the Y would be in contact with him again.

Wedding in April at Boro Park

A woman wants to get married in April and use the pavilion at Boro Park. However, the pavilion is non-existent! Terry will contact her and suggest she find alternative sites.

Audience Participation

- Chief of Police George Cortellesi spoke about the Fingerprint Process which is in place, and recommended participants come to the Police Desk as close to regular 8:00 AM to 5:00 PM hours as possible. If that is not convenient, the Emergency Phone in the lobby may be used to contact whoever may be on duty in the back to do the fingerprinting. The completed cards will be held at the Police Receptionist's desk until collected by the secretary of the Rec Commission, who will add the assigned numbers and have Paula at Boro Hall have a check made to the State Identification Bureau, and which must be approved at the bi-monthly Council meetings.

The Police Chief also asked for updated contact information of Recreation Commission members in case an emergency should arise at one of the Boro parks.

- Robert Miller, Washington Boro Engineer, spoke about Boro Park, including the swale, the new sewer system, path, and possible changes in the exit and entrance routes.

The swale needs to be reshaped into a more gentle 8' to 10' width, and no more than one foot deep. It will make for a better transition. John Bird will do this work. Also, the swale area will be re-top soiled and re-seeded.

Sewer Pipe

The new storm drain has been designed. The best time to construct it is when the pool is being renovated. The current sewer pipe is 36", and is partly under the sidewalk on the bathhouse side of the pool. The new piping, 48" to 52", will be positioned in a new way. Estimated cost of the project is \$80,000. The current storm drain near the big tree will remain; that area needs to be re-graded.

The pavement below the pump house is done – it is now over 12 feet wide, and delivery trucks may drive up to the building if needed.

Path Design Options (see attached sheet)

1. Red bricks from downtown redevelopment would be available at no cost for materials, as indicated by Jim Sheldon, Business Improvement Director.
2. Concrete sidewalk
3. New brick

Concrete has the least maintenance and is the most durable. Pavers have aesthetic value, but grass and moss grow in between, and slight shifting can take place. A decision from the Recreation Commission is needed for the surface and path location

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Exit and entrance to Boro Park

The current exit onto Broad Avenue is wide enough for both exit and entrance, which would mean eliminating the exit onto Route 31. Robert Miller will investigate if there is an ordinance which would forbid using Broad Avenue for two way entrance and exit to the Park.

Light stanchions

It has been difficult to get a contractor to come out and do the work of checking every pole and the spacers that are needed on each pole. Connections need to be redone. Rust has loosened the bolts on spacers. Finally, rust proof painting needs to be done for each stanchion.

Pavilion

This is the time of year when concrete work cannot be done.

Washington Meadows Field

Rocks, some quite large, are coming up on the soccer field. There are also serious low spots and standing puddles after rain. Jamie Prendergast has removed several very large rocks, one that needed three adults to lift, and had to fill in the holes with dirt. Robert Miller will not release funds to Centex until he is satisfied with the conditions of the field. A Performance Bond is still being held by the Boro.

It is resolved that low spots must be leveled, top dressed and re-seeded. Note: to document the low spots they will be marked with paint. Bob Miller will go over the field with Jamie. Long range, rocks will keep appearing. Bob Miller will send a letter to Centex regarding the low spots and need for top dressing of Meadows field.

Treasurer's Report

Review of Swimming Pool Revenues and Expenses (see attached)

Suggestions for the 2005 season:

The concession stand can close up and have clean up earlier, to save labor costs. This past season there was an excess number of front desk people in the evening. Scheduling changes may help.

Capital Expenses:

- a. The sheds (2) are bought and in place
- b. Permanent blue soccer benches for Meadows field have been ordered and received
- c. Two 3-level permanent bleachers for the baseball field have been ordered
- d. Clay can be spread over both baseball fields

Budget for 2005:

Use the Monthly Report from 2004 to base needs for the various activities

General Needs:

- e.g. planting to replace grass on Route 31 side of Boro Park
- e.g. the Light project at Boro Park

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Commissioner's Reports:

Street Hockey

Terry Finnegan informed the Board that practices and games will be held at both Memorial and Taylor Schools.

Soccer

Jamie Prendergast reported earlier on field problems at Meadows field. The season ends in two weeks. Next year soccer will use a referee assignor for games – a check will be paid up front instead of the voucher system. US Soccer inquired about paying to have a sign at one of the fields.

Tree Lighting

Dawn Higgins is making arrangements for the Tree Lighting to take place on December 4th at dark. The cost will be \$500. Joe Kresser will help with the arrangements.

Dawn asked for funding to attend the League of Municipalities Conference held on November 16, 17 and 18, and in particular to attend the seminar on Code of Conduct in sports. \$151.00 was allocated by the Treasurer for this purpose.

A motion was made at 10:10 PM to go into Executive Session by Angela Wallace, seconded by Jamie Prendergast.

A personnel matter was discussed.

A motion was made to come out of Executive Session at 10:22 by Dawn Higgins, seconded by Rick Feldman.

It was suggested that at the December meeting there should be a discussion on whether to change the by-laws of the Commission, allowing for meeting every two weeks throughout the year.

A motion was made to adjourn at 10:30 PM by Dawn Higgins, seconded by Joe Kresser.