

**Borough of Washington, Warren County, New Jersey**  
**Recreation Commission**  
**Minutes**  
**April 19, 2006**

**Call to Order**

The regularly scheduled meeting of the Washington Borough Recreation Commission was called to order on Wednesday, April 19<sup>th</sup>, by Dawn Higgins, Vice-Chairperson, at 8:00 p.m. Also in attendance were Commissioners Rick Feldman, Joe Kresser, Angela Wallace, Park Director Adam Payne, and Deputy Mayor Andrew Turner. Candy DeFillippis arrived at 8:13 and Terry Finnegan arrived at 8:23.

**Review of Past Minutes**

A motion was made by Rick Feldman to approve the minutes from the April 5<sup>th</sup> meeting after a few changes, seconded by Angela Wallace. Motion passed.

**Correspondence**

An E-mail was received from former Commissioner James Prendergast concerning the soccer program. The Commissioners agreed that a letter should be drafted by the Chairman thanking Barbara Ramirez for her time with the soccer program. Also, a letter should be handed out at sign-ups notifying parents of a mandatory organizational meeting to discuss the future of the soccer program. This meeting will be held on May 24<sup>th</sup> from 8:00 – 8:30.

**Open Public Session**

A motion was made to open the Public Session of the meeting by Rick Feldman, seconded by Angela Wallace. Motion passed.

Kid Care did not attend. Ann Kilduff will call again and invite them to our next meeting.

Deputy Mayor Andrew Turner wanted to discuss with the Commission why the budget was \$10,000 less than agreed upon. Mr. Turner stated that this money was deducted from the salary the Full-Time Park Director would have received. Rick Feldman will supply Mr. Turner with an E-mail from December asking for a salary of \$65,000. Because of this, we don't understand how the amount of \$10,000 doesn't add up.

A motion to close the Public Session was made by Rick Feldman, seconded by Joe Kresser. Motion passed.

**Park Director's Report**

The softball and baseball field are ready. Grass mowing will begin shortly as all tractors and push mowers are now in working order. The Commissioners suggested Adam do a grub treatment as well.

Adam was told he needs a special underwater paint for the pool that we need to pay for ourselves. He will check with Paula Drake on a past invoice as to exactly what he needs and who is responsible for paying for it.

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A garden hose attachment is needed to connect to the well in order to water the field at Boro Park. Adam Payne will buy the well adapter by the next meeting. The field also has too much washout when it rains and needs better drainage. Adam is also waiting on an estimate to replace the plexiglass in the kiosk, which he will have by the next meeting.

Adam is receiving applications for the summer positions, but still needs a Pool Supervisor and Swim Team Coach. We need to advertise these positions again as well as add them to the website.

### **Discussion with Deputy Mayor Andrew Turner**

We can't seem to get requisitions back in a timely manner from Boro Hall. There seems to be a problem freeing up money. Deputy Mayor Turner would like a list from the Commission as to what we have problems with and any difficulties we have getting things done. He said Rich Sheola will come to our meetings if we need him, but the Commission has asked him in the past, and Rich says he doesn't need to come to the meeting, he talks to Terry Finnegan.

Dawn Higgins would like Deputy Mayor Turner to bring our concerns to Council, specifically, 1) They require specific amounts to be allocated and they will not pay until money is in there. If you go over, they don't pay. It is treated as an approved budget when in reality it's only a guideline 2) Is it the Treasurer's responsibility to provide financial information to the CFO, or is it the responsibility of the Boro Manager and 3) All the Commissioners are volunteers. It is difficult to get multiple signatures on every document.

Much of the money we purchase items with comes from participants. People don't understand if they are told we don't have money when they paid to play. We have no control over the bank account. Rick Feldman has a memo from the Boro Manager dated April 5<sup>th</sup> stating that the budget has been approved. If the Manager gives this memo to the Boro Treasurer, we should be able to get our bills paid. Bill paying is very labor intensive for the people in Boro Hall and very frustrating for the Recreation Commission.

### **Treasurer's Report**

Rick Feldman will have a report at the next meeting.

### **Commissioner Reports**

#### **Easter Egg Hunt**

The Easter Egg Hunt was held on April 15<sup>th</sup>. There were approximately 150-200 children in attendance and about 3,000 filled plastic eggs to be found. Candy DeFillippis received donations from local retailers including Rita's Italian Ice, Lost Ladies Café and bowling.

#### **Girls Softball**

All equipment has been received with the exception of chin straps and bats. These items have been ordered and should arrive shortly. Adam put some ice packs in the storage closet. Angela will check with Scott McDonald to see if umpires are really necessary at the games. The All Star Games cannot be played under the lights. The lights are not all operational and are a liability. One of the stanchions is pointed towards the parking lot. Playing at night would become a safety issue.

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### **Swim Team**

Rick Feldman will contact Caren Hric and ask her to come to a meeting to discuss this year's Swim Team. Adam Payne will work on getting a Swim Coach.

### **New Business**

#### **Boro Park Field Conditions**

Boro Park outfield is in poor condition. Nothing has been done systematically over the years to maintain it. We need to have a regulation size soccer field, a minimum of 150' wide by 300' long, at Boro Park. We can change the current infield to grass and possibly move the fences out since we'll have to remove them to replace the lights. The Boro Manager needs to RFP to landscaping companies to level and reseed the field. We will have the current measurements of the field by the next meeting.

#### **Sign-Up Box at Boro Hall**

It was suggested we have a locked sign-up box at Boro Hall for people to place their registration forms and payment. We looked into this in December but were told by the Boro Manager to wait until planned renovations inside Boro Hall were complete. Deputy Mayor Turner told us these plans have been cancelled, so Ann Kilduff will check with Mr. Sheola again regarding the box. Deputy Mayor Turner also told the Commission he would look into people paying for sports online.

Although it might not be possible to eliminate the need for sign-ups, it may cut down on the amount of days we hold sign-ups. We don't want to totally eliminate sign-ups because we sometimes get volunteers from them.

At this point, Deputy Mayor Turner left our meeting.

#### **Pavilion Rental Fee**

The pavilion will be available for local families to use for specific events. Meadowbreeze Park currently charges \$125 for use of their pavilion. We could charge \$25 for Boro residents and \$50 for non-Boro residents. We need to have a procedure in place telling how it would work, and we would also need a sign reading "Pavilion Rented". Tables will be ordered shortly for the pavilion. We will have 3 regular tables and 3 that are handicap-accessible for a total seating capacity of 36.

### **Unfinished Business**

#### **By-Law Amendment**

A motion was made to approve Article 2, Section 5, Amendment 5B regarding the Director of Recreation by Angela Wallace, seconded by Candy DeFillippis. All Commissioners were in agreement except Rick Feldman. Motion passed.

#### **Money Mailer Draft**

It was decided that we would no longer have a Summer Camp this year because we had no applicants for the position of Director. After deleting that portion of the money mailer ad, the draft was approved. Ann Kilduff will follow-up with Led Lance of Money Mailer to have the ad mailed in May.

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### **Little League**

Bill Gleba and Buddy Carbone had asked us at the March 1<sup>st</sup> meeting to use Steinhardt Field. They never came back to our next meeting to continue the discussion. There were issues concerning maintenance, communication, management of signs, infield mix, port-a-john, financial statements and use of fields. There have been three meetings since Little League came to us but they haven't shown up since, yet Little League is scheduled to use Steinhardt Field. Little League told us they didn't want to use the field. They never received the responsibility proposal Rick Feldman put together because they never came back to a meeting. Outside organizations need to come before us to use our fields.

Terry Finnegan said Bill Gleba spoke to him regarding the sexual abuse rider that needs to be added to their Certificate of Insurance, and in regards to the title of the field, Bill said according to Bob Miller, the Boro owns the field. Commissioners feel that Little League should come to a meeting and speak to the group rather than speaking solely with Terry.

It's was decided that Little League can use Steinhardt Field until our next meeting, but need to come to a meeting before using the field after that. Commissioners want to discuss Rick's proposal with Little League at our May 3<sup>rd</sup> meeting. Terry Finnegan will draft a letter inviting Little League to our next meeting.

### **Pool Project Status**

Projects will be sent out to bid in May. Specs were done for the filter, but the specs for the pool need to be completed. Storm water will go out to bid soon.

### **Light Project Status**

Terry Finnegan received a set of specs which he gave to the Boro Manager for the Boro Engineer's review. It will then be sent out for an estimate to be sure it is in our budget. When considering the light poles, wood poles are cheaper but they require more maintenance. Steel poles will last longer.

### **Railroad Avenue Status**

The application was submitted to Green Acres. There is nothing to do now but wait.

### **Steinhardt Field Status**

Adam Payne says the field is ready. It has been aerated, seeded, and the infield mix has been spread, however, there are no lines yet. There are still some bottles that need to be picked up from the field. Candy DeFillippis stated that Rudy Bescherer had cleaned up the field. He feels we have a Park Director and that the Director should be responsible for cleaning up the field. Adam has set up a schedule to make sure the field stays clean. We need to have regular garbage facilities at the field. We were told we could have the ones from downtown once the town gets new ones. In the meantime, we may have to take some from Boro Park.

### **Pavilion Dedication Update**

The area around the pavilion has been graded and seeded. Terry Finnegan will contact Kiwanis regarding the dedication date. Run-off will be a problem and we will eventually need French drains. We will look into getting flowers around the pavilion.

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### **Executive Session**

A motion to enter Executive Session for the purpose of discussing personnel, real estate, and/or legal matters was made by Dawn Higgins, seconded by Angela Wallace. Motion passed.

A motion was made to close the Executive Session by Angela Wallace, seconded by Dawn Higgins. Motion passed.

### **Adjournment**

A motion to adjourn was made at 10:25 p.m. by Rick Feldman, seconded by Candy DeFillippis. Motion passed.

Respectfully submitted by Ann Kilduff