

Borough of Washington, Warren County, New Jersey
Recreation Commission
Minutes
January 17, 2007

Call to Order

The regularly scheduled meeting of the Washington Borough Recreation Commission was called to order on Wednesday, January 17th, by Dawn Higgins, Chairperson, at 7:40 p.m. Also in attendance were Commissioners Rick Feldman, Terry Finnegan, Angela Frye, Gary Pohorely and Angela Wallace. Candy DeFillippis arrived at 8:00 and Park Director Adam Payne arrived at 8:07. Dawn Higgins presented former Commissioner Joe Kresser with a plaque of appreciation for his time on the Commission.

A motion was made by Gary Pohorely, seconded by Terry Finnegan, that no new business be discussed after 9:00 in an effort to end meetings sooner. The rest of the Commission was against this motion. Motion denied.

Review of Past Minutes

A motion was made by Rick Feldman, seconded by Terry Finnegan, to approve the minutes from the January 3rd meeting. Gary Pohorely abstained. Motion carried.

Open Public Session

A motion was made by Rick Feldman, seconded by Angela Wallace, to open the Public Session of the meeting at 7:47. Motion carried.

Ed Clancy and Joe Oriente of Capture Point were in attendance to discuss on-line registration. This system would allow parents to register their children for sports on-line at a time that is convenient to them. It would reduce data entry. Reports are generated automatically. Terry Finnegan asked how the Commission could be sure a parent or legal guardian was actually signing the form. Mr. Oriente explained that first time registrants would need to come in and show identification or proof of guardianship. The information can then be kept in the database. Terry also asked if the information in the database was ever sold. Mr. Oriente replied that it is not and explained that the information is destroyed upon termination of services with their company. The database can be linked to the Borough's current website and prices start at \$1,500 per year. In an effort to cut costs, a local business can sponsor the site and advertise with a banner across the top of the page. The system can also be shared with the school or another recreation group in the area.

Bill Smith was in attendance to discuss Little League. Bill reported that Opening Day will be April 21st. A discussion took place as to what fields can be used for which level. The Commission will give Bill the Softball schedule when it becomes available and Bill will supply the Commission with the Little League schedule. Bill reported there has been no official reorganization yet.

A motion was made by Angela Wallace, seconded by Gary Pohorely, to close the Public Session of the meeting at 8:52. Motion carried.

Park Director's Report

Adam Payne reported the lighting system is completely operational and discussed its online service. Adam will put a procedure together for the Commission. A motion was made by Terry Finnegan, seconded by Rick Feldman that no person, only the Park Director, shall manually turn the lights on or off. All Commissioners were in favor. Motion carried. Adam reported there is a leak near the right side of the big pool near the baby

pool. Grass seed has been ordered. Dawn Higgins asked Adam to e-mail the Borough Manager regarding a work order to have the Water Company fix the water meter at the pump house.

Treasurer's Report

Rick Feldman distributed and discussed the year end report. The budget review meetings with Council are scheduled for the weekend of February 3rd and 4th.

Commissioner Reports

Street Hockey

Practices have begun. Terry Finnegan noted the light at the Taylor Street side entrance needs to be repaired to make the area safer for the children.

New Business

On-Line Registration

The earlier presentation will be discussed further at a later meeting. Dawn Higgins will contact the Washington Township Youth Association and invite them to join the discussion.

Notebooks for Future Commissioners

Dawn Higgins requested the Commissioners put together a notebook for their respective program and/or sport. As Commissioners leave the Commission, the notebook should be handed over to the Chairperson who will then give it to the next Commissioner handling that program and/or sport to provide a smooth transition.

Ad for Park Director Position

Dawn explained that the Park Director position needs to be re-advertised yearly. Terry Finnegan doesn't feel this is necessary. Dawn will look into the procedure. An evaluation of the Park Director needs to be done. Evaluation sheets will be ready for the Commissioners at the next meeting.

Unfinished Business

Pavilion Status Update

The backfill has not been completed as of yet. The concrete base is damaged and is starting to peel from water getting underneath. Per Dawn Higgins, the Borough Manager said the retaining wall will be looked into in the Spring. Dawn will e-mail the Borough Manager asking him the status of the repairs.

Washington Meadows Soccer field Status Update

Dawn will e-mail the Borough Manager regarding the fencing and the hay.

Borough Park Stadium Light Status Update

Dawn reported that Lucas Electric will be back in the Spring to finish the landscaping.

Park Signs

Dawn will ask the Road Department for information on purchasing signs for the parks. A motion was made by Terry Finnegan, seconded by Rick Feldman, to order the following signs for the park: Open and Close Hours at the Route 31 entrance, Broad Street entrance, Lower Park Drive entrance and one at Steinhardt Field. A "Clean Up After Your Dog" sign referencing the ordinance should also be ordered for Steinhardt Field. All Commissioners were in favor. Motion carried.

Pool Renovation Project Status Update

The RFP bullet points were discussed. Dawn reported the information was sent to the Borough Manager yesterday and he will get back to her in the next few days.

Terry Finnegan feels the filtration system and pool should both be put out to bid now. The work can begin when the consultant is hired. Dawn is not sure if the project is the right one. She would like to wait and see if changes can be made to bring the cost down but not negatively affect the overall project. Rick Feldman stated there are Commissioners who are in doubt as to what design is right and would like to wait for the feasibility study. Gary Pohorely questioned the pool ever making money. Dawn stated that with the proper design and concession, pools can make money. The feasibility study will tell the Commission what needs to be done to be a money making pool. Gary asked about the problems with the filtration system. Adam will give the Commissioners a report as to what is needed to get the filtration system in working order at the next meeting.

Correspondence

Information was received regarding the NJ Parks and Recreation Annual Conference in Atlantic City to be held March 18th thru 21st. Copies will be available for all Commissioners at the next meeting. Dawn encouraged all Commissioners to attend.

Executive Session

An Executive Session was not necessary at this meeting.

Adjournment

A motion to adjourn was made at 9:56 p.m. by Angela Wallace, seconded by Angela Frye.

Respectfully submitted by Ann Kilduff