

**Borough of Washington, Warren County, New Jersey**  
**Recreation Commission**  
**Minutes**  
**January 3, 2007**

**Call to Order**

The regularly scheduled meeting of the Washington Borough Recreation Commission was called to order on Wednesday, January 3<sup>rd</sup>, by Dawn Higgins, Chairperson, at 7:40 p.m. Also in attendance were Commissioners Candy DeFillippis, Rick Feldman, Terry Finnegan, Gary Pohorely and Park Director Adam Payne. Commissioner Angela Frye arrived at 7:45 and Angela Wallace arrived at 8:10. Dawn Higgins welcomed new Commissioner Gary Pohorely.

**Review of Past Minutes**

A motion was made by Rick Feldman, seconded by Terry Finnegan, to approve the minutes from the December 20<sup>th</sup> meeting after a minor change. Candy DeFillippis and Gary Pohorely abstained. Motion carried.

**Correspondence**

A memo was received from R. Sheola regarding purchasing contracts for Winter 2007. A copy will be distributed to each Commissioner at the January 17<sup>th</sup> meeting.

A memo was received from R. Sheola regarding Council appearances in 2007. The Commission is scheduled to appear at Council's August 21<sup>st</sup> meeting.

Dawn Higgins reported on a phone call she received about a promotion sponsored by the Star Ledger and NJ Nets regarding free vouchers for youth basketball players. Dawn will follow up on this.

Gary Pohorely mentioned that the flag at Vara Field is in poor condition. Adam Payne will take the flag down and give it to Dawn for proper disposal. Gary also mentioned that the fields are being used as dog runs. The Commission is in the process of purchasing signs prohibiting this use.

Gary Pohorely left the meeting at this point.

**Open Public Session**

A motion was made by Candy DeFillippis, seconded by Terry Finnegan, to open the Public Session of the meeting at 7:52. Motion carried.

Ann Marie Bell of TSS Photography was in attendance to discuss her company's services to the Commission. TSS is a national company that is able to offer flexible pricing and fundraising options. Ms. Bell explained she has an assistant to help on picture day as well as a marketing table to help parents choose from the different types of picture items. Turn-around time from the placement of the order is two to three weeks. The Commissioners took a few minutes to view some of the different photography samples. Dawn Higgins thanked Ms. Bell for her time and presentation.

Bill Smith was in attendance representing Little League. Bill provided the Commission with a copy of their sign-up schedule. Dawn asked Bill if Little League had their reorganization yet. Bill explained that it is still being discussed. Rick Feldman reported the Commission has purchased yellow plastic caps for the fence and a new drag for Steinhart and Boro fields, tools to dig out bases and frames for the batters box. Terry Finnegan

feels that if Little League would like a port-a-john at the fields, they should be responsible for payment as it would only be used during baseball season. Dawn Higgins stated that locks can be purchased for the port-a-johns so they could only be used during practices and games.

Terry Finnegan stated that community has made a big commitment to baseball with the new lighting system at Boro Park. He would like to see the baseball program rejuvenated with the help of Little League. He would like to see more practices and games held in the park, possibly even practicing in the evening under the lights. Rick Feldman explained to Bill that a feasibility study is going to be done on all three fields to see exactly what is needed to improve the condition of the fields.

Bill asked what the Commission needs from Little League. Rick Feldman stated the Commission needs a Certificate of Insurance. Dawn Higgins would like the practice and game schedules before the season starts. She would also like to have someone from Little League come to a meeting prior to the start of the season.

Dawn thanked Bill for coming and asked to be made aware of anything Little League needs from the Commission.

A motion was made by Angela Frye, seconded by Terry Finnegan, to close the Public Session of the meeting at 8:47. Motion carried.

### **Park Director's Report**

Adam Payne reported that the lights have been completed at Boro Park. Adam has repaired most of the grass that was damaged around the ball field. Adam stated that he is in need of new tools at the park.

Adam will take down the dugout fencing and replace it in the Spring. He will also fix the broken electrical outlet in the dugout area if it is not something that was damaged during the light project. Terry Finnegan stated that the water spicket on the dugout needs to be fixed or made to accommodate the anticipated water cannon.

Terry Finnegan reported a problem with kids walking on the dugout and would like signs stating no one should be on the dugout. Candy DeFillippis has seen children skateboarding on the basketball court. She also stated the Police Chief told her a sign is needed at the Route 31 entrance to the park stating the park's hours of operation. Dawn Higgins will look into putting a hanging sign on the current Boro Park sign stating the park closed as dusk. Candy would also like signs stating to clean up after your dog. Rick Feldman would like the Commission to purchase the signs as soon as possible.

Dawn Higgins has asked the railroad company to put up a fence on the park side of the tracks. Trees have been cut down leaving the tracks exposed, making it very easy for children to climb up onto the tracks.

### **Treasurer's Report**

Rick Feldman reported that the Commission made approximately \$5,000 more in revenue than approved for. There is approximately \$6,000 left in the account, some of which will be use for a field analysis and possibly some heavy duty garbage cans for the park.

### **Commissioner Reports**

#### **Holiday House Decorating Contest**

Dawn Higgins presented baskets and pool passes to four of the contest winners at the Council meeting yesterday. Candy DeFillippis will be in touch with the 5<sup>th</sup> winner.

### **TSS Photography**

Terry Finnegan stated that the Commission has used the current photographer for 15 years and sees no need for a change. The prices of TSS Photography are competitive and he would like to keep the information available for future replacement or as a back-up. All Commissioners agreed.

### **New Business**

#### **Commission Reorganization**

A motion was made by Terry Finnegan, seconded by Angela Frye, to re-elect Dawn Higgins as Chairperson, Angela Wallace as Vice-Chairperson and Rick Feldman as Treasurer. All Commissioners were in favor. Motion carried.

A motion was made by Terry Finnegan, seconded by Rick Feldman, to elect Angela Frye as Secretary. All Commissioners were in favor. Motion carried.

### **Unfinished Business**

#### **Washington Meadows Soccer Field Status Update**

Dawn Higgins reported that the field should be playable in the fall. There is no water at the field yet and the pipe needs to be moved closer to the field in order to have a water fountain installed. The Commission would like to meet with the Borough Engineer to develop a plan for this. Terry Finnegan reminded the Commission that the drainage problem at Steinhart Field along the 3<sup>rd</sup> baseline needs to be repaired. Dawn Higgins will look into this.

#### **Pool Renovation Project Status Update**

Terry Finnegan would like to put the main pool project out to bid. Dawn Higgins feels the Commission first needs to have a consultant hired to be able to go to that person for guidance. Candy DeFillippis feels the Commission needs to be sure the plan they are going with is the best plan and will work best for the Borough. Terry stated he would like the consultant hired as soon as possible and would like to see this project in motion by the second meeting in February. Dawn Higgins stated that a grant writer was put into the budget to look into additional grants to help offset the cost of the pool. Dawn would like the pool to not be funded by the taxpayers.

Terry Finnegan left the meeting at this point.

Dawn and Rick will work on getting information to the Borough Manager for the RFP to hire a consultant, and to complete the pool project as is, the feasibility study and the filtration system.

### **Executive Session**

A motion to enter Executive Session at 10:40 p.m. for the purpose of discussing personnel, real estate, and/or legal matters was made by Angela Frye, seconded by Candy DeFillippis. Motion carried.

A motion was made to close the Executive Session at 11:05 p.m. by Candy DeFillippis, seconded by Rick Feldman. Motion carried.

### **Adjournment**

A motion to adjourn was made at 11:10 p.m. by Angela Wallace, seconded by Angela Frye.

Respectfully submitted by Ann Kilduff