

**Borough of Washington, Warren County, New Jersey**  
**Recreation Committee Minutes**  
**January 13, 2010**

**Call to Order**

The regularly scheduled meeting of the Washington Borough Recreation Committee was called to order on Wednesday, January 13, 2010, by Recreation Director Gary Masenior at 7:30 p.m. Also in attendance were committee members Paula Aron, Rick Feldman, Erica Kilkinney, Adam Zimmer, and council liaison Scott McDonald. Candy DeFillippis arrived at 7:40. Beth Uporsky was absent.

Gary welcomed Mayor McDonald and thanked him for the time he will be spending as the recreation liaison.

**Committee Reorganization**

**Nominations for Chairperson**

A motion was made by Adam Zimmer, seconded by Paula Aron, to nominate Rick Feldman as Chairperson. All committee members were in favor. Motion carried.

A motion was made by Rick Feldman, seconded by Paula Aron, to nominate Adam Zimmer as Vice-Chairperson. All committee members were in favor. Motion carried.

A motion was made by Paula Aron, seconded by Rick Feldman, to nominate Erica Kilkinney as Secretary. All committee members were in favor. Motion carried.

**Meeting Schedule**

Gary stated he would like to set the meeting schedule as the second Wednesday of the month in January through March and September through December and the second and fourth Wednesdays of the month in April through August. Gary asked for any discussion from the Committee. Rick suggested having two meetings in September and October as well until soccer and field hockey are finished. Gary and all committee members agreed. The meeting schedule will be set as discussed.

**Review of Past Minutes**

A motion was made by Rick Feldman, seconded by Adam Zimmer, to approve the minutes from the November 11, 2009 regular meeting as submitted. Paula Aron and Mayor McDonald abstained. Motion carried.

A motion was made by Adam Zimmer, seconded by Rick Feldman, to approve the minutes from the December 9, 2009 regular meeting as submitted. Paula Aron and Mayor McDonald abstained. Motion carried.

**Communications**

There were no communications at this meeting.

**Audience Participation**

There was no audience present at this meeting.

## **Recreation Director Report**

### **Finances**

Gary stated there is no report available at this meeting. The finance department is in the process of finalizing last year's figures. They are entering money for this year's budget based on last year's proposed budget. There have been no expenses so far this year.

### **Non-Park Related**

Gary stated he will be in contact with John Williams of USA Sports who is currently out of the office regarding their soccer program. Gary attended the Community Garden meeting. They were awarded the Youth Opportunity Fund Grant to help get the program started. The soil test showed it is in the best range for vegetables. The project has been featured in the Warren Reporter and Washington Messenger. They are in the process of developing a website and obtaining a permit for deer fencing. To date they have raised approximately \$7,000. They expect to begin on March 17th, starting with 90 plots. They have commitments from many different people offering their services.

Gary stated Paula, Erica and Beth were reappointed to the committee at the last council meeting.

### **Park Related**

Gary stated he has spoken to the police regarding skateboarders in the park. The police will only ask skateboarders to leave if they are in a dangerous place in the park like the middle of the road.

Gary received a quote for \$980.00 for upgrades to the electrical system in the park. It will cost \$1,530.00 if the light fixtures are replaced as well. Rick feels the electrical service in the pool house needs to be upgraded and feels it may be wise to do this instead of repairs. Gary will look into this.

## **Secretary Report**

Ann stated there are 12 participants in karate. The session started last Friday and will continue for ten weeks. There are 97 participants in street hockey. Practices started this week. There are 77 participants in youth basketball. Games started this week. Softball sign-ups start this weekend. Youth baseball sign-up information has been added to the website and bulletin board. There is one gift basket left from the house decorating winners. Ann will contact the family and deliver the basket to them. It was decided the Easter Egg Hunt will be held on March 22<sup>nd</sup> with a rain date of March 27<sup>th</sup>.

## **Program Liaison Reports**

Adam provided the men's baseball practice schedule through June. Renovations to re-cut the field are to begin on March 1<sup>st</sup>. Adam stated he spoke to Dave Hackney of youth baseball regarding an indoor clinic at Memorial School. Adam would like permission to hang banners of their sponsors on the fence during games. Gary will look into this and get back to Adam.

## **New Business**

There was no new business at this meeting.

## **Unfinished Business**

### **Tree Lighting Ceremony**

Gary thanked Candy for the great job organizing the ceremony. There was a big turn-out and everything went well.

**House Decorating Contest**

Gary thanked the committee for their help in determining the winners. All winners received a gift basket, certificate, and pool pass at the last council meeting. The winners were the Pacheco Family of 63 Lenape Trail, the Schlader Family of 4 James Street, John & Mel Murphy of 192½ W. Washington Avenue, The Robinson Family of 22 Lambert Street, and the Jozowski Family of 1 Sunrise Terrace.

**Gail Payne Account**

Gary stated there is currently \$2,732.00 in the account. He has not heard from Jameson yet regarding the matching funds from Drew University.

**Railroad Avenue**

Gary has nothing new to report. Rick asked if a motion was made by council to deny the funds. Mayor McDonald stated he does not recall, but will look into it and get back to the committee.

**Field Usage Request Form**

This has been tabled until a future meeting.

**Fingerprint Process**

Gary provided the committee with a copy of the Freehold background check program and asked the committee to review it for discussion at the next meeting. Gary will be meeting with the Township to discuss their procedures. Rick asked if anything is being done now. Gary replied nothing is being done. Mayor McDonald suggested asking the township police to do background checks until a permanent plan is in place.

**New Program Proposals**

**5K Run** – Paula stated she spoke to the owner of On Your Mark Productions and a \$4,000 budget would be needed for them to handle the race. They provided her with a sample contract. The majority of the money would need to come from sponsors. Paula feels we can find another way and retain some of the profit. She would like to look into hiring a timer as their fee would be significantly lower. Gary stated he has quotes from companies who would handle the race for approximately \$2,000. He feels we should have an organizer helping us at least for the first year. He found information explaining how to plan for the race and will have copies at the next meeting.

**Peeps Are People Too** – Gary will be going to the elementary, middle and high schools this month to solicit help from the schools. Candy suggested getting the BID involved as well.

**Flag Football** – Gary will be meeting with the township with the hopes of doing a joint program in the summer.

**Senior Programs** – Tabled

**Disc Golf** – Tabled

**Bus Trip** – Tabled

**Dance** – Adam is looking into Candy's suggestions from the last meeting. He is also hoping to tie it into National Night Out in August.

**Historical Walking Tour** – There is already one in the area. We will get information from the National Historical Society.

**Other Suggestions** – Adam stated Warren Hills has a boys and girls bowling team. Oakwood Lanes is looking to have teams of local towns. We could start a feeder program for Warren Hills. Adam will ask Rob Plenge to come to our next meeting.

### **2010 Fee Schedule**

Gary provided the committee with the 2009 revenue and expenses. He is waiting for the final figures on swim lessons and pool memberships. He will make a decision on pool memberships based on information given to him. Gary recommends maintaining the same fee structure for all programs except pool memberships and swim lessons. Adam asked about the field and light usage fees. Rick asked if the fees were discussed at council's budget meeting. Mayor McDonald replied they were not. Gary stated we need to generate more pool memberships as we are only operating at 25% capacity.

A motion was made by Rick, seconded by Adam, to take a fifteen minute recess to review the information regarding the fees. Motion carried. Mayor McDonald left the meeting at this point.

Gary stated that in mid-December, there was approximately \$90,000 in the trust account. Rick asked where the \$81,000 that was transferred came from. Gary replied he is not sure, but it supposedly came out of current fund. Rick asked what the money was used for. Gary replied he is not sure and suggested Rick go to a council meeting with these questions. Rick asked what the borough's contribution to recreation was last year. Gary replied he is not sure.

Gary will ask the CFO if money can be used for other sports or if they are dedicated to certain programs. He would like to utilize monies to offset programs not making enough money. Gary would like to maintain fees to develop new programs with the profits if possible. Rick would like to cut the fees to help people in the community. Both Candy and Rick feel pool membership fees should be lowered. Candy also recommends senior pool memberships be free. Rick asked how much the vending machines made, the cost of electricity and who paid for it. Gary stated the vending machines started working well half way thru the season and feels it's good to have them for when the concession stand is closed. Rick asked if the concession stand made a profit. Gary replied it did and will get the concession stand profits for the next meeting.

Gary will take the input from the committee and make a decision after getting the remaining information to present to council. Rick recommends reducing the pool membership fees to \$150 for a borough family, \$75 for a borough individual and no fee for borough seniors. Non-borough fees should be reduced accordingly. Adam seconded the recommendation. Candy and Erica agree. A motion was made by Rick, seconded by Adam to reduce all other fees by \$5.00. All committee members were in agreement with the exception of Paula. Paula feels pool memberships should drop and all other fees stay the same. Gary is concerned that by dropping all fees we run the risk of a program that does not support itself being in danger of being dropped.

### **Committee Comments**

Rick asked when his questions to the Borough Manager will be answered. Gary will speak to the Borough Manager. Rick stated November's water usage in the park was discussed at the last council meeting. Gary has no information on this. Rick gave the dollar amounts of the past water bills and believes there is a leak. Rick asked how the 5-Year Capital Improvement Plan will be in our budget. Gary feels we won't have any capital improvements.

Erica stated she started planning for the Arts & Crafts program and will meet with Gary to discuss the specifics. Erica stated she received a call from the BID Director who asked why we use a karate school outside of the

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borough for our recreation program. Rick stated a presentation was made years ago at a commission meeting. There was nothing in place at the time and since the program has grown, we kept it. The owner of the karate school lives in the borough.

Candy asked who made the recommendation to take the \$81,000 from recreation. Rick replied it was the Borough Manager's recommendation and council approved it.

### **Recreation Director Comments**

Gary had no further comments.

### **Adjournment**

A motion to adjourn was made at 9:45 p.m. by Adam Zimmer, seconded by Paula Aron.

Respectfully submitted by Ann Kilduff