

**Borough of Washington, Warren County, New Jersey**  
**Recreation Committee Meeting Minutes**  
**July 20th - 7:00 PM**

**Roll Call**

- Present: Victor Cioni, Adam Zimmer, Des Fitzgerald, Mike Nachbauer, Jeanine Gleba, Jessica Coldwell, Lisa Gooley
- Absent: Beth Uporsky

**Minutes of prior meeting**

- <Approved / Approved with Changes > Minutes of 6/15
- Changes: None, meeting minutes approved

**Audience Participation**

- Discussion: Terry Finnegan Washington Borough Youth Soccer: Mr. Finnegan stated that he had advised potential coaches to get certification and provided information on these certification programs. Walked the Committee through the Soccer program schedule and clinics as well as that uniforms will not be provided this season. Parents will be notified. **Mr. Finnegan also requires a Porta Potty for the season at Vara field (Borough to pay for).** They are all set as far as coaches. Mr. Finnegan also offered to help supply volunteers to help with the drainage project.

**Communications**

- To/From Committee: Letter to Borough Council RE: Sale of Recreation equipment (details below): Motion made by Adam to sell the equipment, second by Mike. Victor will draft a letter to Council. Councilwoman Gleba advised Council's opposition to selling the water wheel even though Recreation has no plans on using it in the future. We already have a severe drainage issue at Vara field and the water wheel will only incur a water expense and add to the drainage problem. The goalposts are not suitable for Vara field because the field is not the correct size for those types of posts. Terry Finnegan was in the audience and he strongly recommended they never be purchased. Mr. Finnegan did, however, argue that the water wheel should be retained and stated that if the Washington Borough Youth Soccer association would be willing to weed/feed/seed the field regularly if a plan to use the water wheel is set in place. Desmond will call Mr. Finnegan tomorrow (Thursday) to discuss a plan/schedule. We would like to have a formal agreement.
- Committee agreed to table the letter to Council on the sale of the water wheel but agreed to sell goal Posts.

**REPORTS**

- Rec Director Report: See below
- Report From Council Meeting – Introduce Councilwoman Jeanine Gleba as the Council Liaison to Recreation

**Old Business**

- Park and Pool
  - Pool status/equipment
    - Pool Vacuum was inoperable for 2 weeks. Kenny from DPW was able to rebuild/repair and it works like brand new. Replacement parts have been ordered and this was repaired by 7/15. Parts were approximately \$325
    - Baby Pool – Chlorine. This pump has been fixed and is no longer an issue.
    - Desmond is working with Kevin from Veolia Water on equipment maintenance and documenting the information on maintaining the pool equipment
    - Both of the existing sumps have been replaced.
    - New Circulation Pump ordered, delivered and installed within two days of pump failure. Cost: \$2,990.18.
      - Existing could not be rebuilt. Des is looking for a rebuilt pump to act as a backup.
- Recreation Ordinance and Bylaws
  - Discussion of draft – Tabled until passage of new Commission Ordinance
- Summer Softball Travel team (Beth)
- WB Little League Summer Program/clinic (Beth)

- Drainage work at Vara/Steinhardt fields - meeting held June 24th. Desmond to provide update and any action items
  - Per email from RJ Sherman the work will likely now take place near the last week of July or early August. Need to ensure proper coordination.
  - Soccer also offered volunteers if they are informed with enough lead time
- Other
  - Keys to the Baseball and Softball Coaches – Equipment closet. Equipment closet lock was removed and replaced with a combination lock. Both baseball and softball coaches have the new combination.
  - Des also wants the only person to have the ability to schedule an event on the calendar to be Christina Howley (Rec Secretary). Victor will be a back up.

## **New Business**

- Introduce and welcomed 2 new Recreation members: Lisa Gooley & Jessica Coldwell. The Committee is very satisfied with the Mayor's appointments.
  - Discussion on what they wish to be Liaisons for:
    - Lisa Gooley: Soccer
    - Jessica Coldwell: Donation Coordinator/ Fundraising/Grants/New Program Coordinator
- State of the Parks discussion
  - Pool
    - Victor Cioni was able to secure 2 local daycares coming to the pool on a weekly basis starting on or about June 28<sup>th</sup>. They have been informed of the rates.
    - Washington Middle School summer recreation program kids will also be coming to the pool
- Request – (Beth Uporsky) - a detailed report from Recreation Director outlining the following:
  - Expenses (including all contractors, such as Link and the pool company) and revenue of the pool for June (I think this should be a monthly report.)
    - Desmond to supply a vendor report for work done at the pool by next meeting.
    - Des feels that these reports are best served at the end of the season
  - Number of days open/closed/partial. Reasons and dates for closure (expect this to be weather, but we should keep a report of it.)
    - Des handed out a report. June 21<sup>st</sup> was closed
  - Details of the emergency plan (including who developed it, how it is documented and if developed by an outside consultant, the cost to do so.)
    - Plan is posted at the pool house and the managers have been trained on the protocol.
  - Lifeguard and manager coverage plan (not the schedule, but the plan –who opens up for swim team, who closes the gates at 8 or when swim meets are over?)
    - Whoever the manager on site is responsible (morning or evening)
  - Pool maintenance report – who is handling the “pit” work, such as backwashing the pool? Are we paying an outside person to do that work, or has someone on staff been trained?
    - Dave Dixon and Desmond handle the work
  - Staffing report: any staff openings, general report of how the staff is working out.
    - No new openings, Desmond has been very impressed with the staff at the pool. Very professional and proactive
  - Fire extinguisher for the pool snack stand –Fire Department was asked to donate, per Des they weren't able to provide.
    - Victor Cioni purchased with own funds.

- Entryway improvement: Entering the park from Route 31
  - Rt. 31 embankment was cut by Dave Dixon
  - The clumps of mulch on the hill will be raked out nicely when the schedule allows.
- Concession Stand status (Desmond)
  - As of July 19<sup>th</sup> the concession stand (4 weeks open) has taken in more revenue than the stand did the entire last season
- Patio Status (Desmond)
  - Patio will be completed very soon, much progress has been made.
  - New grill was purchased to use
- Revenue and Expense reports for sports (Beth's request from July 5<sup>th</sup>)
  - Tabled until September/October
- New Park and Pool Sign for Broad Street entrance (Victor)
  - The sign will be ready approximately 3 weeks from receipt of the PO payment to vendor. Rotary will make the check out to Washington Borough then the vendor will be paid.
- Pool Way finding signs for Downtown area (Victor)
  - 6 signs would be ordered and donated by Kiwanis which will pay the vendor directly. Received email from Kay that they are ready to order the signs directly. .
  - DPW to install signs when delivered – placement to be determined by Rec Director/Borough Manager
- New Program Proposals:
  - Beer Festival at the park (Michael and Victor) – tabled for now, need additional resources to move forward. Target next Spring or Fall 2012
    - Jessica to be a part of these types of programs
  - New Programs Coordinator/Liaison discussion
- Other News or Information:
  - Victor Cioni was able to secure a Washington Borough Recreation banner donation - Frank Blanche Signs - Letter and Certificate to be presented in person upon receipt.
    - This banner will be used at all events where there is Recreation representation.
    - Banner needs to be put up at the pool house when not being used at events.
  - Victor was also able to obtain new sign posts for Rt. 31 sign also to be donated by Mr. Blanche – to be installed at his earliest convenience.
  - Certificate of Appreciation to be sent to John Dorsch – Electrical Contractor – for his continuing efforts at the park.
  - Certificate of Appreciation to be sent to RJ Sherman for his continuing efforts in Steinhardt Field Maintenance in association with Washington Borough Youth Baseball.
  - Certificate of Appreciation to be sent to D&K Construction – Dave Hackney for his continuing efforts in Steinhardt Field Maintenance in association with Washington Borough Youth Baseball.
    - Waiting for Beth to get back for her to sign and we will distribute accordingly.
  - Resignation of Recreation Member - Penny Shaul
  - Resignation of Recreation Member - Erika Kilkenny
  - Resignation of Recreation Member - April Tull
  - Recreation Committee was unable to participate in the July 9th Mike Schmidt Car show downtown – We will not be able to participate in the July 23<sup>rd</sup> Sidewalk sale.

- Manager Phelan to work on securing storage space at Borough hall by end of summer to better store Recreation Equipment (better climate control)
- Request Sale of Recreation Water Wheel – tabled (see above note with Soccer)
  - Wheel cost \$13,383 in late 2007
  - Used only 3 times its first year and only once the following year. Has not been needed since.
- Request Rec Director sell the football uprights purchased last year, and until sold, get the uprights off the ball field and equipment closet and store them in the garage.
  - All agree to ask Council to sell or donate the posts as our field size does not support it. Victor to draft a letter to Council.
- **Fundraisers/Grants research (New):**
  - Fundraisers and new programs be discussed in Committee, and detailed plans written and provided with the discussion. Fundraiser Coordinator liaison to be discussed in greater detail
  - Grants that Recreation would be eligible for applying for must be researched and applied for. Any monies received will help Recreation facilities and programs and will lessen the taxpayer burden.
  - Jessica has agreed to be the liaison for this position

#### **SPORTS PROGRAMS: Reports**

- Youth Softball (Beth) –
  - Warren County Warriors 12U Travel Team
  - All Star Game June 12<sup>th</sup>: preparation of the park and stadium
  - Softball Team Party: June 12<sup>th</sup>
  - Softball: Beth will provide a detailed report of the season in the July 20<sup>th</sup> meeting.
    - Beth needs Desmond to provide her with an expense and revenue report on the softball line item by July 15<sup>th</sup>
- Swim Team (Beth) –
  - Coaching Staff
  - Practice Start Date
- Youth Soccer (Lisa Gooley) -
  - Updates: Beth has invited Terry Finnegan to the July 20<sup>th</sup> meeting to speak on behalf of Youth Soccer
    - Victor proposed moving the registration deadline to just before the season. Terry Finnegan agreed with this approach for next season
  - Communication to Terry Finnegan:
    - Terry appeared at tonight's meeting and provided details to the upcoming season and will provide field schedules in advance
  - Lisa Gooley has agreed to become Soccer Liaison.
- Field Hockey (Mike) –
  - Beth will meet with Mike to provide an overview of FH season. Beth has 2 people willing to coach, Mike is waiting for Beth to get back to him. We only have one team to field.
    - No schedule as yet but Washington Township is hosting a 'Play Day' where all league teams are invited to come and scrimmage (August 27<sup>th</sup>/28)
    - Memorial School will be the playing field (Home games) so the field needs to be mowed and lined accordingly.
    - Mike to work with Beth, Rich and Des on the details.
  - We should go ahead and plan the order for shirts and shorts through Morris Co-op. Mike to work with Beth
  - The field clock we purchased last year did not last the season. It's in the bag. We'll need another one. Mike to work with Beth

## **OTHER PROGRAMS: Reports**

- 3 on 3 – NTR (Beth)
- 5K Run (Adam)
- Senior Splash (Victor)
  - Fliers were posted, advertising done in the Washington Messenger
  - Fliers also sent to Gibson's Gym, Warren County Department of Senior Services and local places of worship
  - Worked directly with Susan Lennon, Executive Director, Warren County Division of Aging & Disability Services on distribution to Seniors throughout the County.
  - Event had to be cancelled due to lack of interest and because Council put the program on hold while they decided if it should go forward.
  - We will try again next year and also try to get a sponsor for the event.
- Teen Pool Party (Victor)
  - Fliers posted, advertising done in the Washington Messenger
  - Coordinating efforts with Nancy Terhune (Middle School summer Rec program) to get kids to the pool.

## **Website**

- Changes Needed / Changes Made
  - Swim-along posted for swim team (Sharks)
  - Teen Pool Party Posted
  - Senior Swim link posted

## **Comments**

- Committee Comments
  - Victor Cioni: Our Washington Borough Recreation Facebook page now has over 100 Friends!
- Recreation Chairman Comments

Adjourn  
**9:15pm**