

**Borough of Washington, Warren County, New Jersey**  
**Recreation Committee Meeting Minutes**  
**November 2nd - 7:00 PM**

### **Roll Call**

- Present: Victor Cioni, Mike Nachbaur (arrived 7:15), Jessica Olmos, Jeff Haines, Adam Zimmer, Des Fitzgerald, Christina Howley, Jeanine Gleba
- Absent: Melissa Hommes

### **Minutes of prior meeting**

- <Approved / Approved with Changes > Minutes of 10/19/11
- Changes: No Changes – All in favor, Adam abstained

### **Audience Participation**

- Discussion

### **Communications**

- To/From Committee
  - Councilwoman Gleba had asked Des to provide the following to Council at Tuesday's meeting (11/1)
    - Counts for this year's programs and pool memberships with the 2010 counts
    - This year's current fees.
  - Both documents will be provided to Council by Desmond (provided by Manager Phelan via Council packet)
  - During the Tuesday evening Council meeting some members of Council had asked for the research we had done on fee's from other municipalities. Victor had forwarded to Des and Rich on Wednesday morning. Des to add additional research and present to Rich to give to Council. (Presented to Manager Phelan and forwarded to Council on 11/3)

### **REPORTS**



Director's Report -  
11-02-11.docx

- Rec Director Report -
  - Adam asked about the problem with the electrical junction at the grandstand. JCP&L have fixed all of the street lights that were out but they are still working on the faulty junction. Request was filed with JCP&L on September 26<sup>th</sup>. No update to be completed as yet.
- Report From Council Meetings (Jeanine)
  - Goal posts were sold to Rockaway Borough - \$500
  - Jeanine met with the police Chief regarding background checks
  - Warren County prosecutor's office sends out notices on sex offenders. Jeanine suggested we get on this notification. Des will follow up with tomorrow to get this information.
  - Jeanine also mentioned that the one way arrow on the Broad street entrance should be removed because it is not a one way
  - Jeanine also suggested having the Borough Manager come to a meeting since the members are mostly new to give us advice on policy, guidelines, etc. Victor will speak with Manager Phelan regarding this.

### **Old Business**

- Drainage work at Vara/Steinhardt fields
  - No updates due to the bad weather. Des stated that as soon as the field is stable enough to hold the Kabota we will finish this.
- Reminder – Rec Director annual review

- Adam will provide to Manager Phelan before next meeting
- Fee structure for 2012
  - Submitted to Borough Council as part of their Agenda/Packet to review.
  - Ordinance is likely to be introduced by the next Council meeting (11/15)
  - Discussion regarding field maintenance fees
    - Des stated that field usage fees would vary from sport to sport due to different levels of maintenance required but that Boro sports field maintenance fees are included in their per registrant costs. Outside organizations would be charged a separate fee for field maintenance.
    - Adam suggested that we have a per day usage fee and a season fee (different rates for in town vs. out of town rate) – with parameters around their # of games in their ‘season’.
    - Des suggested a field usage fee per game because of the work required to prep the field.
    - Mike, Adam, Jeff and Jessica agreed that the responsibility of park grass and field maintenance should be done by the town, outside of recreation. The grounds of all the fields are weed infested and are underfunded and Vara field has been allowed to fall into this condition. All Committee members feel that the responsibility of ALL Borough properties such as the playground, park grass, and field maintenance should be handled outside of the Recreation Trust account and funded separately.
    - Adam feels Borough park Baseball field is a disgrace considering what it once was many years ago. Adam said his Baseball team’s league commissioner said the Borough Park Baseball field was a safety hazard to play on which is why the Gravediggers did not play there this year (2011).
    - Borough Park Baseball field will require major work/renovations will need to be done but it will be a great expense. Rec Committee needs to decide if renovating the field to support Men’s Softball and Baseball is cost effective
    - Des feels that restoring the Borough parks to what they should be would be a separate capital type budget item outside of recreation fees and funded by municipal budget expenses.
  - **All agreed on the field usage fee.**
  - **All agreed on the final fee schedule**

**Mike Nachbaur’s comments regarding fees - discussion:**

1. Youth soccer age 5 should be separate since they meet only once /week and need no field lining, recommend reduced fee maybe \$35 per registrant. (8 sessions)
2. Youth Soccer ages 6&7 New rate is over the max for that category move to \$50
3. Youth Basketball needs a similar fee line as soccer for grades K,1,&2(clinic); recommend min\$35 max \$50, with rate set at \$40.(10 sessions) ( This program is almost all gravy once we purchase a set of youth balls this year. \$40 covers the cost of shirts with >\$30 in trust)
4. Field Hockey rate should be upped to be in line with Soccer (considering the need for lining and separate mowing of non boro property plus ref fees, this fee is also in line with what other teams in the same league are currently paying)
5. Field Usage fee:
  - One time use fee \$45, covers Prep for separate organization or team if they need to use a Borough field for a one day event.
  - All borough run sports would have to pay the per game fee and that needs to be included in their budgeting.

- Sign for Broad street entrance
  - Vendor contacted us and the sign is completed a ready or installation.
- Sports Manual updates
  - Still need the following sports completed (by the end of December):
    - Street Hockey – Mike
    - Karate – Melissa
    - Youth Softball – Jeff
    - Youth Basketball - Mike
    - Swim Team – Jesica
    - Men’s Baseball – Adam
    - Youth Baseball – Adam
    - Men’s Softball - Adam

## • **New Business**

- Discussions
  - Park Maintenance items for remainder of year
    - No updates - mostly housekeeping type items
  - Updates on Grandstand lighting
    - Des to add it to the budget process to add security lights to the grandstand swapping out the existing mostly non functioning lights. Security issue.
  - Confirm when CFM will close and winterize the pool and facilities
    - Monday November 14<sup>th</sup> after Soccer season
  - 5K run – Jesica
    - Jesica wants the 5K to start at Borough park but there will be logistical and route issues to work through. Also have a table set up at Borough Park with information on our sports/pool programs.
    - Solicit donors to help defer costs
    - Advertise free on WRNJ, WFMZ, Express Times, etc.
    - Request EMS be present – 5 or 6 months notice to attend the event.
    - Fire Department could assist in directing runners
    - Request any Borough owned streets that need to be closed off during the race if needed.
    - Victor suggested Jesica contact Warren Hills HS track coach
      - All in favor with Jesica moving forward with this – All agree
  - Tennis Clinic Discussion
    - Had a brief discussion with Ralph Fiore (Warren Hills HS Tennis Coach). He thinks a Tennis clinic will be a great idea and he will work with us. I’ve already sent the facilities form to Christina to print out. Costs will be nominal.

## **SPORTS PROGRAMS: Liaison Reports**

- Swim Team (Jesica)
  - Met with Christine Thompson – They will add a Statement of Understanding on the Website explaining the parent’s responsibilities at the swim meets (parental commitment) similar to most swim teams.
  - There will be a fundraiser for the swim team in February
  - Jesica has an idea to increase the swim team membership to have a social event this winter to promote the swim team and recruit possible new members.

- Victor/Andrew Ward suggested a well designed presentation to be given during winter break to area schools and outside schools (Des will meet with Andrew during Winter break to help develop this presentation for the next Swim Team fundraiser)
- They want to modify the website FAQ's.
- Coach position job description is completed, Jesica will forward to Christina.
- Youth Soccer (Victor):
  - Nothing new to report. Soccer season runs through November 12<sup>th</sup>.
- Field Hockey (Mike):
  - Field Hockey season is over and the team was undefeated!
  - There is a 6<sup>th</sup> grade game that three members from our team will be participating at 2pm Sunday in Belvidere.
  - Mike will submit a brief season recap of what worked and what can be improved next year.
- Street Hockey (Mike)
  - Signups are continuing – we have currently 44 kids signed up, we had 90 last year but historically kids sign up very late.
  - Adam asked if Mike asked the Devils for any equipment. Mike said he did not feel we needed it but we can ask for some new sticks, balls and stick guards. Christina will follow up.
- Youth Basketball signups (Mike)
  - Continuing but as of today we have 45. Real time practices start December 7th
- Little League (Adam)
  - No updates from Little League.
  - Adam will try to speak to Dave Hackney before their Winter clinic
  - Adam will help out.
- Karate (Melissa)
  - N/A
- K-2 Basketball Clinic (Mike)
  - We are at 27 kids and we will cap it at 30 and have 2 sessions (15 each)
  - 6-7pm and 7-8pm at Taylor street (Thursdays)
  - Mike asked that a message be placed on Facebook and Rec Page that there are only 3 spaces left to register.
- Adult Softball (Adam)
  - There is a new league director Darren Wyckoff will be taking over
  - Adam will contact him next week to bring back night games to Borough park 2-3 games per night
- Adult Baseball (Adam)
  - Final game for the Gravediggers will be this Sunday. They will place 3<sup>rd</sup> place out of 16 teams
  - Adam will work with Des on next season plans – Season starts in April.
- Youth Softball
  - Left over budget will be utilized to purchase new uniforms for 2012 season for intermediate and senior levels..

## Website

- Changes Needed / Changes Made
  - Mike asked that a message be placed on Facebook and Rec Page that there are only 3 spaces left to register.
  - Final game for the Gravediggers will be this Sunday. They will place 3<sup>rd</sup> place out of 16 teams
  - Field Hockey season is over and the team was undefeated!
- 140 'Friends' on our Recreation Facebook page and many used it to get real time updates on the storm and Halloween information.

## Comments

- Committee Comments
  - Adam asked about what Hackettstown's pool membership #'s were. Des noted that our fees are the 2<sup>nd</sup> lowest in the county (2011).
  - Adam also suggested setting up donation jugs around town for Recreation.
  - Victor contributed that thermometer type sign for donations.
  - Adam volunteered to start with fundraising ideas for next meeting.
  - Jeff asked if Borough run sports teams can have a team name – Victor will ask Manager Phelan.
- Recreation Chairman Comments
  - We had a season end letter posted in the Washington Messenger. Chairman noted this should be posted along with the minutes – All agreed

Adjourn

**9:49PM**