

**Borough of Washington, Warren County, New Jersey**  
**Recreation Commission Meeting Minutes**  
**February 8, 2017 - 7:00 PM**

The Meeting of the Recreation Commission of the Borough of Washington, Warren County, New Jersey was held in the Council Chambers of Borough Hall at 7:00 p.m.

**Opening 7:00 p.m.**

**Flag Salute**

**Statement of Adequate Notice**

- Terry Thomas read the following Statement into the Record: “The requirements of the ‘Open Public Meetings Law, 1975, Chapter 231’ have been satisfied in that adequate notice of this meeting has been published in the Star Gazette and posted on the Bulletin Board of Borough Hall stating the time, place and purpose of the meeting as required by law.”

**Roll Call**

- Present: Rick Feldman, Joe Pinto, John Ruela (7:12), James Sawyer, Terry Thomas, Adam Zimmer.  
Also present: Robin Klimko, Council Liaison, Corey Kozimor, Recreation Director and Susan Turner, Recreation Secretary.

**Audience Participation**

- Rick Feldman moved to open the audience participation portion of the meeting. Seconded by Adam Zimmer. Ayes: 4 Nays: 0, Absent 2, Abstain: 1. Motion passed. Audience participation portion opened.
- Rick moved to close the audience participation portion. Seconded by Adam. Ayes: 4 Nays: 0 Absent: 2. Abstain: 1. Motion passed. Audience participation closed.

**Minutes of Prior Meetings**

- Adam moved to accept the corrected December 12, 2016 and the January 11, 2017 minutes as written. Seconded by Rick. Ayes: 4, Nays: 0 Absent: 2 Abstain: 1. Motion passed.

**New Business:**

- Review/Change Fee Schedule- Corey introduced changes he’d like made regarding pool practices and memberships. All membership applications will be handled through the office. None will be accepted at the pool. Any questions about residency or family members will be handled by Susan. After a discussion about badges it was determined that using a laminated card that is handed in upon entrance to the pool is the best way to deter people from using another’s pass. In past years badges and wrist bands have been passed through the fence. Corey raised the question of having late night parties. Several commissioners noted that there is not proper lighting as per state safety regulations.  
Corey wants to raise pool membership fees due to increased chlorine and CO2 consumption and raises in minimum wage over the last few years. Membership rates for several north/central New Jersey pools were distributed for comparison. Also distributed were pool and sports programs revenue/expense/profit and loss reports for 2014 through 2016. During discussion commissioners had many questions regarding pool employee hours, resident vs nonresident fees, expected pool expenses for 2017 and how much of an increase Corey was considering. Since changes to the fee schedule must be submitted to the mayor and council by March 1 and Corey, Susan and Terry will need time to collect all requested information, holding a special meeting in February was discussed. Rick moved to schedule a special emergency meeting on February 21, 2017 to discuss changes to the fee schedule. Seconded by Adam. Ayes: 5 Nays: 0, Absent: 1, Abstain: 1  
Rick had questions about money allocated to the Recreation Department by Borough Council and what it is earmarked for. Robin Klimko will look into this.

- Rec Commission Recruitment – Terry said two people, Bill Lyons and Adam Robinson, are considering applying to become commissioners. James reiterated he wants to remain an alternate commissioner. Adam asked about Rick being re-appointed as a regular commissioner. Terry spoke with the mayor who is to advise his decision later this week.
- Spirit Page – Terry has worked with Abilities to develop a new girls softball design for products on the Spirit Page. The products will be available March 1 – 15 and will be delivered when Softball games are starting.

### **Old Business:**

- Appoint Sports Program Liaisons – Terry will work as the Girls Softball liaison this season. Mens Softball – Adam has been the liaison for many years but he is concerned about conflict of interest since he handles scheduling, league fees, etc for the league. Robin will check regulations and with the mayor about conflict of interest in this circumstance. Adam said advertising for Mens Softball should begin March 1<sup>st</sup>. Hockey – Adam and Corey have been working together on the hockey program so a second liaison is not needed.

### **Recreation Director's Report**

- Corey's report was distributed. The Commissioners agreed any additional questions or concerns will be brought to the next regular meeting.  
Some items were reviewed – Flag Football – Adam suggested looking into NFL Flag. Bethlehem PA has a program. Terry will put some information on the Facebook page and ask for feedback.  
Rick asked about the liability of someone driving through the chain and pvc piping installed near the pavilion. Corey will check with the Boro Manager.  
Removable Speed Bumps for the Boro Park – In addition to what Corey recommended, commissioners feel 1 at the Route 31 entrance and 1 at the Broad Street entrance/exit would help deter speeding. Corey will get measurements and costs for those areas. Rick questioned the possible liability. Corey will discuss this with the Manager.  
Sponsorship- Rick asked how the agreement for Youth Baseball to post sponsor signs on the Vara field fence was arranged and believes we should be sharing the revenue from this.  
Pool Bonding – Corey will get details on what is done. He is waiting for another estimate.  
Terry asked Corey to resume sending the regular bi-weekly email reports to commissioners so that commissioners have the information prior to its discussion at the meeting.

### **Audience Participation Re-opened**

- Adam moved to reopen Audience participation. Seconded By James. Ayes: 5, Nays: 0, Absent: 1, Abstain: 1. Motion passed.
- Caroline Thomas, Alvin Sloan Ave, Washington – Caroline owns Celestine's Catering, based in Washington. Every year she hosts a Mardi Gras Party for friends and family. This year she'd like to hold it in the Boro Fire Hall and invite others. There will be a ticket price which includes food and party goods and if they get a good turnout she plans to donate some of the proceeds to the Recreation Department. All the commissioners support this. Robin suggested a free ad be posted in the Treasure Hunt Community Calendar. In addition to the Recreation Facebook page she could post information on Growing up in Washington's page.  
Adam moved that Recreation donate the use of the PA system for the party. Seconded by James. Ayes: 5, Nays: 0 Absent: 1, Abstain: 1. Motion passed.
- Terry moved to close the Audience Participation. Seconded by Adam. Ayes: 5, Nays: 0, Absent: 1, Abstain: 1. Motion passed.

### **Council Liaison's Report**

- Robin did not have a report since this is her first meeting.

### **Recreation Secretary's Report**

- Susan distributed the January Financial Information. She gave Joe Pinto and John Ruela their Annual Recreation Director Evaluation packets and reminded the other commissioners to complete and return

them. Adam wants to discuss with the Boro Manager having the commissioners meet and discuss the Director Evaluation in an Executive Session, then compile one report which would be submitted to the Manager. Robin will bring this suggestion to the Manager.

### **Sports Programs**

- Easter Egg Hunt — plans will be discussed in the March meeting.
- 5k – (commission) –planning will begin in May.
- Youth Soccer – (James Sawyer) – Rick asked if new uniforms will be needed this year and if so, will fees need to be increased. James said the uniforms are in good shape. We may have to buy some to fill in certain sizes but that cost was covered this year.
- Street Hockey – (Adam Zimmer) – We have 2 teams at each school, 37 children total. The t-shirts were delivered to Taylor Street teams tonight. 2 parents volunteer on opposite days at Memorial which covers the coaching there. A past player is working as the referee. Feb 16 will be a half day at the schools so that practice will be added to the end of the season. Adam will try to reserve the gyms through the third week of March. Adam will email the schedule for the last two weeks to Susan so she can send out the Devil's Mascot request form.
- Youth Basketball – (James Sawyer/Sean Farrington) – James will have a report with cost increases for the special meeting. We will definitely go in the red this season unless the WH Athletics Department gives us a break in the costs.
- Lil' Hoopsters – (Terry Thomas) – The program ended yesterday. It all went very well. They held a scrimmage game. The parents thanked all the coaches. Terry thanked Joe for his help.
- Youth Baseball – (Adam Zimmer) - Corey spoke with Adam Robinson who agreed to split the cost of clay for the fields. Home plate at Boro Park needs to be replaced.
- Girls Softball – (Terry Thomas) – Susan will send the Program Handbook, Beth Uporsky's emails, rosters and other information to Terry.
- Adult (Mens) Softball – (Adam Zimmer) – No Report.
- Karate – (John Ruela) – Session 3 begins the end of February.
- Swim Team – (Joe Pinto) – No Report
- Pool – (Rick Feldman) – No report.
- Tennis Clinic – (Joe Pinto) – No report.
- Zumba – No report.

### **Executive Session (If Necessary)**

- No Executive Session held.

### **Facebook page**

- We now have 937 followers on the Facebook page. Terry hopes to have 1000 by the end of the year.

### **Recap**

- Robin will check money allocated to Recreation and what it is earmarked for.
- Terry will ask Barbara VanWhy for the total hours worked by all summer employees.
- Robin will look into total hours the swim team coaches worked.
- Robin will check with the Boro Manager to determine if only one Borough employee reviews an individual's or family's financial information to determine who is eligible for a financial waiver.
- Robin will check regulations regarding conflict of interest.
- Susan will place a notice in the newspaper, on the Boro Hall bulletin board and on the Boro website announcing the special meeting Feb 21, 2017.

### **Commissioner Comments**

- Sean Farrington– Absent.
- Rick Feldman – No comments.
- Joe Pinto – No comments.
- John Ruela – No comments.
- Terry Thomas – No comments.

- James Sawyer – No comments.
- Adam Zimmer – No comments.

### **Adjournment**

- Adam moved to adjourn the meeting at 9:31 pm. Seconded by John. Ayes: 5 Nays: 0, Absent: 1, Abstain: 1. Motion passed.  
Adjourn **9:31 PM**