

**Borough of Washington, Warren County, New Jersey
Recreation Commission Meeting Minutes
March 14, 2018 - 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 7:07 p.m.

Flag Salute

Statement of Adequate Notice

- Rick Feldman 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: Sean Farrington, Rick Feldman, Joe Pinto, Adam Zimmer. Also present: Gary Masenior, Recreation Director and Susan Turner, Recreation Secretary.

Audience Participation

- Adam Zimmer moved to open the audience participation portion of the meeting. Seconded by Joe Pinto. Ayes: 4 Nays: 0 Absent: 2, Abstain: 0. Motion passed. Audience participation portion opened. No audience members present.
- Adam Zimmer moved to close the audience participation portion. Seconded by Joe Pinto. Ayes: 4 Nays: 0 Absent: 2 Abstain: 0. Motion passed. Audience participation closed.

Minutes of Prior Meetings

- Joe Pinto moved to accept the 2/21/18 minutes with possible changes. Joe believes James Sawyer, not Sean Farrington, seconded his nomination as Vice Chairperson. Susan will check the audio and make the change if necessary. Seconded by Adam Zimmer. Ayes: 4, Nays: 0, Absent: 2, Abstain: 0. Motion passed.

Old Business:

- Budget Approval – Rick asked Gary to address this first since it covers the first three items on the agenda. Gary met with the CFO and the Borough Manager regarding the Safety Issues, Open Swim and Park Budget Considerations. These total \$27,400.00. \$15,000 will be moved from the Capital Improvements fund, the Borough will provide \$5,000 and \$7,000 will be taken from the regular Recreation Trust Account. Gary reviewed the Budget Worksheet. He re-did the numbers adding the above funds and increasing the soccer and basketball registration fees to \$75.00. He did not have solid numbers for the Swim Team coach expenses or registration fee. Instead of changing the registration fee to \$55 for Borough residents and \$75 for Non-Borough residents, which will require a new ordinance and take longer to be approved, he recommended an increase to \$65 for all. For the Swim Team coach salaries he used those mentioned by Joe in a past meeting; \$12 per hour for the Head Coach, \$10 per hour for the Assistant Coach. Half of the salary is to be paid by Recreation and half by the Sharks. Joe and Rick said the Sharks do not have the funds to pay \$1600.00 for the coaches. Recreation will have to pay it all. Gary said we will have to take that money from the Trust Account which increases the total from the Trust Account to balance the budget \$8,600. A vote on changing the Swim Team registration fee for all could not occur because Joe cannot vote on it and there are not enough other votes for a quorum. He also cannot vote on the Swim Team Contract. Rick tabled the Swim Team Contract. Adam moved to approve all of the increases and changes except the swim team registration fee. Seconded by Sean Farrington. Ayes: 4, Nays: 0, Absent: 2, Abstain: 0. Motion passed

- Pool Passes – Washington Nursery School Tricky Tray – Washington Nursery School has requested pool passes for their annual tricky tray. Last year we provided a certificate for either a family pack of daily pool passes (10 adult and 10 child) or 2 children registered in the Tennis Clinic. If the certificate is redeemed for the Tennis Clinic the fee will be waived for those 2 children. Adam Zimmer moved to issue the same certificate as last year. Seconded by Joe Pinto. Ayes: 4, Nays: 0, Absent: 2, Abstain: 0. Motion passed.
- Treasurer position defined and election of Treasurer liaison tabled indefinitely by Rick.
- Little League – Gary spoke with Adam Robinson. Regarding Chris Cannavo’s email read at the Feb 21, 2018 meeting, Adam Robinson said Warren Hills Little League (WHLL), which Chris Cannova has represented, did not put up any of the signs at Steinhardt field. They were all solicited and put up by Washington Borough Youth Baseball (WBYB) which Adam represents. Adam Zimmer said Chris had stated at an earlier meeting that they did not put up any signs but they wanted to. Adam Robinson met with Danny Dunn who runs WHLL, and they agreed to split the full cost of the clay and renting a porta john for Steinhardt field between their two organizations. Gary will select the clay to be used. Little League will continue to pay the regular fee to have the field mowed and lined for games. WBYB will rake and line the field themselves as they have done the last several years. Adam Zimmer asked if they use our equipment which could present some liability issues. Adam Robinson told Gary the fence around the dugouts needs repair. WBYB would like to install a double mound at Steinhardt and expand the field to Cal Ripken League requirements. WBYB would pay all costs. They are considering adding a second batting cage. They would also like to purchase a portable mound for the Borough Park field so they can play games there. Rick asked where it would be kept. After discussion it was apparent to the commission that while WBYB is soliciting signs they have also put money back into the field. It will need to be clarified with Chris Cannavo and/or Danny Dunn if they will be soliciting sponsor signs. Gary will ask Adam Robinson to bring Danny Dunn to the next meeting and he will ask Chris Cannavo to attend. On the topic of sponsor signs, Gary read the distributed NJ DEP Green Acres Program Rules 7:36-25.12 “Posting of signs on funded parkland” section (c) 3. Discussion entailed several interpretations of the wording. Rick will send it to Council Liaison Robin Klimko and request she ask the Borough Attorney’s opinion if we can or cannot post sponsor or “thank you” signs on the fence at the Borough Park field.
- Assign Liaisons for Karate, Girls Softball, Facebook, Lil Hoopsters – Sean Farrington will be the karate liaison. No volunteers for the other programs.
- Policy wording re: payment of vouchers/invoices – Susan will write up a policy for the commission.
- Policy wording- signed Registration form – Susan said since a parent who doesn’t hand in a signed registration form will not see the written requirement it is more important the coaches be familiar with the requirement. There is a Coaches’ Code of Conduct form which can be changed to include the requirement for the coaches. Susan will write up a passage.
- Local Family Assistance – Tabled

Recreation Director’s Report

- Gary distributed his report. Rick asked if the Easter Egg Hunt has to be cancelled how will word get spread. Gary and Susan stated it will be sent to the schools, put on the Rec Facebook page, possibly the Borough Facebook page and sent out via an email blast. Gary will decide on Wed March 21 whether or not to hold it on the 24th depending on the field conditions and weather forecast. The Girl Scouts will fill eggs at Borough Hall Friday March 16 and Saturday March 17. They will help spread the eggs at the Hunt and may run some games. It was recommended the individual areas be made bigger. Sean reminded all that eggs in the pre K and Kindergarten area should not contain anything that is a choking hazard.
- At the New Jersey Parks and Recreation Convention Gary was told that pool testing requirement have changed regarding the labs’ turnaround and reporting time. This will likely double our pool testing costs. He learned that any slide over 15 feet tall requires a staff member at the top to control the traffic flow. It

also is categorized as an amusement ride which requires pool and park inspection by the NJ Dept of Community Affairs.

- Softball – Susan will send another email reminding Senior level girls to sign up. Mark Garrison (audience) asked when cutting the infield at Borough Park field will be done. Gary had planned to do it today but it is too wet. He has talked with DPW staff who will bring in equipment to help.
- Additional items not on the report – Last year’s Pool Membership form lists Senior Membership available at age 65. In many areas Senior Discounts are available at age 50, 55, 60, 62. Rick asked Susan to check the area pools for their required age. Gary received the \$500 donation from Kiwanis for improvements to and programs in the pavilion. Gary asked to write the monthly article for the Washington Messenger since it has not been done in several months. No objections.

Council Liaison’s Report

- No report.

Recreation Secretary’s Report

- No report.

Sports Programs

- Easter Egg Hunt — (all commissioners) -Addressed in Director’s Report.
- 5k – (commission) –No report.
- Youth Soccer – (James Sawyer) – No report.
- Street Hockey – (Adam Zimmer) – No report
- Youth Basketball – (James Sawyer/Bill Lyons) –No report.
- Lil’ Hoopsters – () –No report.
- Youth Baseball – (Adam Zimmer) - No report.
- Girls Softball – () –No report.
- Adult (Men’s) Softball – (Adam Zimmer) – No report.
- Karate – () –Sean Farrington volunteered to be the liaison.
- Swim Team – (Rick Feldman) –Joe Pinto gave the dates of three home swim team meets. The Championship at the end of July may be held at our pool. It will be held in the morning which could allow for the pool to be open sometime in the afternoon. Rick suggested keeping the pool closed the entire day. Vendors and volunteers would come in Friday night to set up tents and tables.
- Swim Lessons (Rick Feldman) – No report.
- Pool – (Rick Feldman) –Gary is looking into a lifeguard certification course for our employees. One program, Starfish (?) offers certification specific to one pool. 25 to 30 pools in NJ use this service.
- Tennis Clinic – (Joe Pinto) – No report.
- Zumba – No report.

Executive Session

- Adam Zimmer moved to open Executive Session to discuss Personnel issues. Seconded by Sean Farrington. Ayes: 4, Nays: 0, Absent: 2, Abstain: 0. Motion passed.
- Adam Zimmer moved to close Executive Session. Seconded by Joe Pinto. Ayes: 4, Nays: 0, Absent: 2, Abstain: 0. Motion passed.

Facebook page

- No report.

Recap

- No Recap given.

Commissioner Comments

- Sean Farrington– No comments.
- Rick Feldman – The commission needs more commissioners, people who are committed to the Recreation Commission and the community. We need to do more recruiting.
- Bill Lyons – No comments.

- Joe Pinto – No comments.
- Terry Thomas – No comments.
- James Sawyer – No comments
- Adam Zimmer – No comments.
- Gary Masenior – Gary has placed an ad in the Washington Messenger April and May editions with information about the pool, swimming lessons, Sharks Swim Team and job opportunities at the pool and park. He can amend the May version to include commissioner information.

Adjournment

- Rick moved to adjourn the meeting at 8:55 pm. Seconded by James. Ayes: 4 Nays: 0 Absent: 3, Abstain: 0. Motion passed.
Adjourn **8:55 PM**