

**Borough of Washington, Warren County, New Jersey
Recreation Commission Meeting Minutes
April 25, 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 7:01 p.m.

Flag Salute

Statement of Adequate Notice

- Vice Chairperson, Joe Pinto, 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: Daniel Almind, Sean Farrington, Rick Feldman (7:46), Mark Garrison, Craig Geller, 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 Craig Geller. Ayes: 6 Nays: 0 Absent: 3, Abstain: 0. Motion passed. Audience participation portion opened.
- No audience present.
- Adam Zimmer moved to close the audience participation portion. Seconded by Mark Garrison. Ayes: 6 Nays: 0 Absent: 3 Abstain: 0. Motion passed. Audience participation closed.

Minutes of Prior Meetings

- Susan Turner noted the adjourn time had been corrected. Mark Garrison moved to approve the 4/11/18 minutes. Seconded by Sean Farrington. Ayes: 4, Nays: 0, Absent: 3, Abstain: 2. Motion passed.

New Business:

- Executive Session procedure – At the April 11, 2018 meeting the Recreation Director, Gary Masenior, kept the audio recording going when Executive Session discussions began, as he had been instructed. Part way through Executive Session Recreation Chairperson, Rick Feldman, told him to turn off the recording which he did, after stating he had been instructed to keep it running. This resulted in no clear record of the final portion of Executive Session.
Susan Turner explained that upon her hiring more than 5 years ago she was instructed to keep the recorder running during Executive Session and that is the regular practice at meetings. Executive Session must be recorded either in writing or by audio recording. Discussion regarding writing records, transcribing minutes, publication of minutes (written and/or audio) took place. Adam Zimmer moved to keep audio recorder running during Executive Session instead of having minutes hand written. Seconded by Dan Almind. Ayes: 6, Nays: 0, Absent: 3, Abstain: 0. Motion passed.
Gary stated the Borough Manager said the Commission could pay a qualified third party to be Recording Secretary at meetings Susan cannot attend. The cost is about \$50 per meeting.

Old Business:

- BID Arts, Sweets & Crafts Festival April 28 – The Festival runs from 10 to 5. Gary and Susan will set up the tables and tent at 9. As per Susan’s earlier email we’d like 2 people at the tent all day. Commissioners can do 1 or 2 hour shifts. Several commissioners have softball games in the morning but will come in the afternoon. Mark has a pop-up canopy we can use. Susan will email absent commissioners requesting they volunteer.
- Taylor Street School Field – see Director’s Report – Available parking was discussed. Mark has a friend who will donate use of a machine to cut the infield. Mark has an outdoor sprayer that can be used to

paint the backstop. Gary said the tops of the benches need replacing. Joe suggested using Trex ® to prevent splinters.

- Park Cameras – Gary spoke with the Police Chief who knew nothing about the camera set-up except they have a phone app that allows them to view the camera feed. He gave Gary authorization to open the box for inspection of possible damage to the components inside. Gary will contact the camera company
- Swim Team discussion – The Swim Team liaison, Rick Feldman, is expected to arrive later in the meeting. This will be discussed when he is present.
- Local Family Assistance – tabled

Recreation Director's Report

- Gary distributed and reviewed his report.

Council Liaison's Report

- No report. - Absent

Recreation Secretary's Report

- No report.

Sports Programs

- Easter Egg Hunt — (all commissioners) – No report
- 5k – (commission) – Adam Zimmer said Hampton is running a charitable 5K on the same date ours is scheduled. Proceeds will benefit a local resident who is ill. They began advertising several weeks ago. He recommended we hold our race either the 1st or 3rd week of October. Easton usually holds their large 5K the 3rd week of October. Gary will check if any area races are scheduled for those weekends.
- Youth Soccer – (James Sawyer) – No report (Absent).
- Street Hockey – (Adam Zimmer) – Gary said there has been a lot of interest in a summer hockey program at the park, including adult games. Gary has padding for the basketball poles. Susan will retrieve paperwork from 4 years ago when it was last attempted.
- Youth Basketball – (James Sawyer/Bill Lyons) – No report (Absent).
- Lil' Hoopsters – (Craig Geller) – No report.
- Youth Baseball – (Adam Zimmer) - No report.
- Girls Softball – (Mark Garrison) – the program is under way and going well.
- Adult (Men's) Softball – (Adam Zimmer) – No report.
- Karate – (Sean Farrington) – Session 4 begins next week.
- Swim Team – (Rick Feldman) – No report.
- Swim Lessons (Rick Feldman) – No report.
- Pool – (Rick Feldman) – Gary turned on the basketball court lights. There are two lights one each of the 4 stanchions. Only one light on each pole works. He will continue to look into it. Gary reviewed Non-Boro pool memberships from last year. We need to get more memberships from Washington Township. The commission should consider charging Township residents the Borough fees. The difference now for a family membership is \$50.
- Tennis Clinic – (Joe Pinto) – Joe spoke with Julie Henny, tennis coach at Warren Hills High School. The tennis clinic will be July 16 – July 20, or July 23 – July 27, 9 am to 11 am. She will provide balls and have members of the tennis teams assist. She wants to have a maximum of 5 or 6 children with each assistant. More than that and the children don't learn as well. Last year we had 22 registered and 3 assistants. The Rec Commission will split the profits with the tennis team, through the Warren Hills Student Activity Fund, as payment for their services. Gary said the children enjoyed the snacks last year. We will provide the same this year. Once Joe confirms the dates Susan will update the registration form, reserve the tennis courts, open online registration and notify the area schools.
- Zumba – No report

Executive Session

- Rick Feldman moved to go into Executive Session to discuss insurance and possible litigation. Seconded by Adam Zimmer. Ayes: 7, Nays: 0, Absent: 2, Abstain: 0. Motion passed.
- Rick Feldman moved to close Executive Session. Seconded by Adam Zimmer. Ayes: 7, Nays: 0, Absent: 2, Abstain: 0.

Facebook page

- Dan reached out to Terry Thomas for Administrative access to the page but has not heard back from him. Gary will contact Terry.

Recap

- Gary will contact the camera company to inspect the camera system.
- Gary will check for other 5k or large events in October.
- Joe will confirm dates for the Tennis Clinic
- Susan will update the Tennis Clinic registration form and send it to Joe.
- Once Tennis Clinic dates are confirmed Susan will open online registration, send fliers/notices to the area schools and reserve the tennis courts.
- Susan will add Washington Borough PTO Tricky Tray request to 5/9/18 meeting agenda.

Commissioner Comments

- Dan Almind – No comments
- Mark Garrison – Mark suggested having one or more Family or Community Days at the park with water games, kickball, water balloons, movie, etc. Local Scout troops could be included. An event could be held on the 4th of July after the parade.
- Craig Geller –No comments
- Sean Farrington– The Washington Borough PTO will be requesting pool passes for their Tricky Tray fundraiser. This will be added to the May 9, 2018 agenda. Sean asked if plans for the 150th Washington Anniversary were still going on. Gary said Robin Klimko could not get volunteers so no events were scheduled.
- Rick Feldman – Rick went to a Taco Truck 5K. Runners were given tacos after the race. Around 800 runners participated and 15 -18 sponsors were advertised on their shirts. It was held in a very nice park. Gary said we could involve the BID to get area restaurants and possibly food trucks involved and do something similar. Perhaps hand out tickets to be redeemed at the businesses. Rick stressed we need to do more for our race to attract runners and sponsors. Sean suggested a Red, White & Blue Color Run to celebrate Washington's 150th anniversary. Susan suggested advertising much earlier than last year. Gary said the Washington Fire Department and Police Department will send out emails for our 5K.
- Bill Lyons –Absent.
- Joe Pinto – No comments.
- James Sawyer – Absent.
- Adam Zimmer – No comments.
- Gary Masenior – Gary has arranged for Rita's to provide kiddie cups and Dairy Queen to provide ice cream cups and ice cream sandwiches at the pool concession stand this summer.

Adjournment

- Rick Feldman moved to adjourn the meeting at 8:50 pm. Seconded by Mark Garrison. Ayes: 7 Nays: 0 Absent: 2, Abstain: 0. Motion passed.
Adjourn **8:50 PM**