

**Borough of Washington, Warren County, New Jersey**  
**Recreation Commission Meeting Minutes**  
**November 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**

- Chairperson 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: Dan Almind, Rick Feldman, Mark Garrison, Craig Geller, Joe Pinto, James Sawyer, 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: 7, Nays: 0 Absent: 0, Abstain: 0. Motion passed. Audience participation portion opened.
- Diana Arenas and her son were present to support Soccer coach Tom Dufner.
- Chris Cannavo, 113 Belvidere Ave, Washington thanked the commission for their time volunteering. He said the 5K was spectacular. Very well organized and the prizes offered were great. He has participated in other races, none of which offer prizes. He said the lack of turnout/participation was disheartening. He will help encourage people to participate, not just in the race but in other Recreation events as well. Chris said Warren Hills Youth Baseball had disbanded basically due to a lack of sustainability. He was under the impression it’s president Dan Dunne had already talked with the commission. The league is comprised of the sending district towns. There was not equal representation from the towns. Each town has specific fees, i.e. field use, but funds were not allocated equally for other expenses/projects. Dan Dunne still holds the Little League and Cal Ripkin charters. Only one charter is allowed per sending district. Little League wants to have each town responsible for their registrations, uniforms, etc. RJ Sherman, also present in the audience, said he was on the Little League board for many years. Our charter is unique because there are 5 towns in the sending district. He recommended sitting down with the Little League regional board to discuss the situation. Sign ups need to start in December to have a team together for the spring.
- Adam Zimmer moved to close the audience participation portion. Seconded by Joe Pinto. Ayes: 7 Nays: 0 Absent: 0 Abstain: 0. Motion passed. Audience participation closed.

**Minutes of Prior Meetings**

- Adam Zimmer moved to accept the minutes of the October 24, 2018 meeting. Seconded by Craig Geller. Ayes: 5, Nays: 0, Absent: 0, Abstain: 2. Motion passed.
- Gary noted a mistake under Sports Programs- Youth Baseball – The second to last sentence should read “Steinhardt field fence would not have to be lengthened,…”
- Adam Zimmer moved accept the corrected minutes of the October 24, 2018 meeting. Seconded by Craig Geller. Ayes: 5, Nays: 0, Absent: 0, Abstain: 2. Motion passed.

**New Business:**

- Lil Hoopsters Instructor – Craig would like the coach/instructor to return this year. Last year he was told he’d be paid for his services but the commission was not informed. His submission of a payment voucher brought it to the commission’s attention. Rick wants the coach to come to the next meeting. Lil Hoopsters starts Jan 3<sup>rd</sup>. In the past the program was run with parent volunteers.
- Volunteer/Commissioner appointment discussion – Gary asked if anyone knows the man who filed a volunteer form to serve as a commissioner. Mark, to whom the volunteer had reached out via Social media, knows he is interested in starting adult sport teams. No one knows him personally. Rick asked the Mayor not to appoint him

until we know more. Discussion took place regarding background checks, interviews, etc as ways to get basic information. Rick feels we should have a definitive process for vetting volunteers/ potential commissioners. Further discussion re: this individual will be tabled until a process is determined.

- Swim Team – Rick said he was not prepared to discuss Swim Team.
- Budget Discussion – to be discussed after Old Business.

### **Old Business:**

- Holiday House Decorating Contest – The Borough was divided into 4 sections. Between Dec 1 and Dec 18 commissioners will judge holiday decorated houses in their section and decide a winner. The 4 winners will be announced at the Dec 19 meeting and invited to the first 2019 meeting to accept their prize. Gary will include information about the contest in the Washington Messenger article and it will be announced on the Recreation Facebook page.
  - The last scheduled meeting for 2018 is Dec 26. Commissioners decided to change the meeting date to Dec 19, 2018.
- Youth Baseball – Discussed in audience participation. Gary said Adam Robinson will have a travel team this year.
- Men's Softball – Adam has been talking with Hackettstown. They are contacting all managers to gauge interest in a coed league which would play 2 nights at the Borough field and 1 night at a Hackettstown field. Adam should know more in December. We can advertise now for teams, put together Men's teams and potentially register with a league. Adam said the registration process doesn't take long. There are co-ed teams in Palmer and Hackettstown. Adam will work with Dan to create a flier for Facebook.
- Railroad Ave Property – Gary handed out information at the last meeting and asked for questions and feedback. He hasn't received any. Rick asked all commissioners to review the information before the next meeting.
- Budget discussion – Gary received budget projections from Mark and has talked with Craig. He hasn't received information from other commissioners. Rick asked Craig about numbers for the BeerFest. Craig is still waiting for numbers from ABC.

Gary handed out budget projection. Minimum wage will increase \$.25 per hour in 2019. This proposal is the same as last year but reflects the wage increase which raises the seasonal salaries by \$2,228.30. Adam asked how our lifeguard wages compare to other towns and suggested raising Managers' pay to \$12.50/ hr. and guards to \$11/ hr. Rick asked Gary to contact all area pools and get their pay scales for comparison.

Adam asked about the new sick leave policy. It will not affect most of the pool staff because an employee needs to work 120 days before redeeming hours and the season is not that long. All pool employees are terminated at the end of the season so their hours do not carry over to the next year.

The 2019 pool season could be 87 days long from Memorial Day to Labor Day with the pool being open weekends only from Memorial Day to the end of school.

Gary reviewed the budget projection numbers including salary amount, Borough contributions and capital contributions. He noted that the funds for purchasing the 4 wheeler were withdrawn from the Rec Trust in January 2018, not Dec 2017.

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

- 5K results – We had 42 5K runners registered and 3 1 milers. We took in \$1,220 in registration fees and \$1,275 in sponsor money for a total revenue of \$2,495. Our expenses totaled \$1,480 and we netted \$1,115. Takeaways from the race included: use cups at the water station, not bottles; consider starting at 9 am as other races do; raffle winners to be present when picked; have flags, balloons, etc. at the Start/Finish line; set a rain date perhaps the next day; recruit more volunteers. Gary wants to set a date for the Spring race. Rick said he'd like to petition the state to close Route 57 and start the race in the park. Gary already has contact info and will call. Adam suggested holding the race April 13 and incorporating it with the Easter Egg Hunt.
- Signs, Banner, sports program photos – Gary and Susan met with representatives from TSS Photo in Glen Gardner. They are part of a nationwide organization. their prices are competitive to what is used now and they offer a 15% referral fee/commission. Gary particularly likes their mesh banners which can be printed with digital images in addition to photos. He believes they can be used for sponsor signs on the Steinhardt field fence and for a large one to hang at the Route 57/Broad St intersection for the 5K.
- The final fire inspection was done at the pool. Everything passed.
- The Borough Tree lighting ceremony will be held December 7 at 6 pm.
- Gary discussed the difficulty we had retaining and obtaining lifeguards at the end of the season. Joe Pinto agreed and stated many of the other pool programs in the area were also having difficulty obtaining and retaining lifeguards. Gary discussed the StarGuard program which will train a staff member to be a lifeguard certification instructor. The training costs \$375. Once training is completed we can certify the pool as a StarGuard training

facility for \$500 annually. The certified instructor could then conduct lifeguard certification classes at the pool that would be exclusive to our pool (the trainee would only be certified as a lifeguard in our pool, they could not use the certification in another pool). For each lifeguard certification we pay \$30. The Instructor Certification is good for 2 years and they can be recertified for \$125. The Instructor could also hold lifeguard certification classes at other pools to certify guards for those specific pools. We could charge any amount above the \$30 per lifeguard fee. Rick asked about the liability issues this could elicit. He also asked how StarGuard compares to Red Cross training. Gary said it is accepted by the state of New Jersey, is one of 5 Federally recognized programs, and used by many cities and facilities including Montclair State College. Gary wants to send at least one staff member to the Instructor Training Course being held in Yonkers, NY Dec 7 & 8. There are no other classes in the Northeast. There's a slim chance of one being added to their schedule in the spring. Rick and several commissioners want more information about the company, their program and liability coverage.

- There are 75 children registered in Youth Basketball compared to 99 in 2017. James said all area towns are struggling with enrollment. The school gyms have been reserved and the schedule for Basketball, Lil Hoopsters and Street Hockey has been sent to the schools. Picture Day for all three programs is scheduled for Jan 17, 2019.

### **Communications**

- No communications.

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

- No report - Absent

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

- No report.

### **Sports Programs**

- Easter Egg Hunt — (all commissioners) – No report
- 5k – (commission) – Discussed in the Director's Report.
- Youth Soccer – (James Sawyer) – No report.
- Street Hockey – (Adam Zimmer) – Susan sent a second batch of fliers out to the schools. Dan will post the flier on Facebook.
- Youth Basketball – (James Sawyer) – Discussed in the Director's Report
- Lil' Hoopsters – (Craig Geller) – Discussed in New Business and the Director's Report.
- Youth Baseball – (Adam Zimmer) – Discussed in New Business.
- Girls Softball – (Mark Garrison) – No report.
- Adult (Men's) Softball – (Adam Zimmer) – Discussed in New Business.
- Karate – () – No report.
- Swim Team – (Rick Feldman) – No report.
- Swim Lessons (Rick Feldman) – No report.
- Pool – (Rick Feldman) – No report.
- Tennis Clinic – (Joe Pinto) – No report.
- Zumba – No report.

### **Executive Session**

- No Executive Session.

### **Facebook page**

- No report

### **Recap**

- No recap requested.

### **Comments**

- Dan Almind – No comments
- Mark Garrison – No comments
- Craig Geller – No comments
- Rick Feldman – No comments
- Joe Pinto – Joe told Gary the budget numbers for the Tennis Program will remain the same for 2019.
- James Sawyer – No comments
- Adam Zimmer – No comments
- Gary Masenior – No comments

### **Adjournment**

- Adam Zimmer moved to adjourn the meeting at 8:45 pm. Seconded by Craig Geller. Ayes: 5, Nays: 0 Absent: 2, Abstain: 0. Motion passed. Adjourn **9:15 PM**