

Borough of Washington, Warren County, New Jersey
Recreation Commission Meeting Minutes
March 13, 2019 - 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 7:03 p.m.

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.”

Flag Salute

Roll Call

- Present: Dan Almind, Sean Farrington, Rick Feldman, Mark Garrison, Craig Geller, James Sawyer and Adam Zimmer. Also present: Gary Masenior, Recreation Director and Susan Turner, Recreation Secretary.

Audience Participation

- Mark Garrison moved to open the audience participation portion of the meeting. Seconded by Adam Zimmer. Ayes: 7 Nays: 0, Absent: 0, Abstain: 0. Motion passed.
- No audience member wished to address the commission.
- Adam Zimmer moved to close the audience participation portion. Seconded by Craig Geller. Ayes: 7 Nays: 0, Absent: 0, Abstain: 0. Motion passed. Audience participation closed.

Minutes of Prior Meeting

- Craig Geller moved to accept the minutes of the February 28, 2019 meeting. Seconded by Mark Garrison. Ayes: 5, Nays: 0 Abstain: 2, Absent: 0. Motion passed.

New Business:

- Pool Passes – Gary requested 450 pool passes to be distributed in surrounding communities and schools. That is the same amount he had last year. Approximately half of them were redeemed. We saw an increase in swimming lessons by nursery school parents that received passes. The passes were numbered and required name, address, etc. to be entered before redeeming. Rick would like information collated showing which areas used the passes most. Gary said two batches of passes were used last year; one for each of the first two weeks the pool was open. But the pool did not open the first week so while we honored all passes some for the first week were probably not redeemed because people did not know they could use them the second week. Gary wants to distribute them to more nursery schools in the Warren Hills sending district, Glen Gardner, Hampton and Califon areas. Adam Zimmer moved to issue 450 free daily pool passes for Gary to distribute.
- Review Commission By laws – Craig wants the by-laws reviewed and brought up to date. Rick had had them distributed several meetings past but there has been no follow-up. Rick asked for it to be included in the next meeting’s agenda.

Old Business:

- Budget – Gary reminded the commission that the Recreation budget has not been approved. The Borough has had 2 budget meetings and approved their final budget. They will give Recreation \$76,328 which covers the Director, Secretary and maintenance salaries. Last year we received an additional \$5000 for the software and computers at the pool. Rick asked if we approved a fee schedule this year. A copy of the schedule with the increased Girls Softball registration fee and the changes to the pool membership fees was given to him. All changes have been approved by the commission and the Borough Council.
- Swim Team – Rick tried to contact individuals to coach but he hasn’t heard back from either of them. He thinks we should advertise for a swim team coach. Gary asked who will run the program. Rick said the coach, us and parents. Gary noted that the swim team program would have to start in 2 months. He also reminded the commission that when he attended the League meeting last year they expected to be informed by Jan 1 if we would have a team, and definitely by no later than March 1. Gary also reminded them that the league said that even if we did have a team we would not be on the regular schedule and could only hold exhibition matches. Commissioners asked what will happen to the money collected by the previous parent association. Rick said nothing will be done unless another parent association is set up and another parent association may not be set up until/unless we know we have a coach. If we don’t have a parent association, Gary again asked who will run it.

Rick said it could come back to us (Recreation). Gary said we will put out an ad and Dan said he will put an ad on the Facebook page.

- Spring 5K – Gary met with Project Graduation who will partner with us for the race, splitting registration fees 50/50. Gary received permission from Mike Jones, Warren Hills Regional Athletic Director, to start and finish the race at the football stadium. Community Day will be the same day and a Car Show will also take place. The Superintendent of Schools also approved the event and the Police Chief agreed to close the roads. They are sending permits to the county for the road closures. The timer is available May 11th and Susan will confirm with him. Project Graduation has 25 prizes, valued between \$10 and \$25, available for the race. They will help advertise, recruit runners and volunteers and will help the day of the race. It was suggested a discount registration fee be offered to high school students.
- Railroad Avenue Property & Cleanup – James created a flier that will be sent to the schools and posted on Facebook. Gary asked that “Meet Me at the Park” be added. Susan asked that “Community Service Hours” be added. James will also add “children 12 and under be accompanied by an adult”. Rick said the engineering firm T&M that created the park proposal many years ago no longer does the same work. Another firm he contacted has not responded. Gary said NJR&P does not have engineering firms but he knows a company that is interested.
- Men’s Softball – Adam attended some meetings in the last few weeks and Hackettstown, Palmer, and Readington do not want to add another league. They feel it would jeopardize their schedule. Only enough people to make 4 or 5 teams want to come here and that would not be enough. Some expressed interest in a weeknight league in the fall but we can’t accommodate that because of soccer. In the future Adam wants to begin advertising in October, before league meetings are held. Adam was considering a co-ed Emergency Services league with Fire, Police and EMS personnel. Representative would set the rules regarding percentage of players that must be Emergency Services personnel on each team. A test run could be held for one month in mid-July to mid-August. It would have to work around the Girls Softball Clinic in July. They would hold 2 games per night using 4 teams on Tuesday, Wednesday and Thursday. Monday and Friday would be used for rain makeups. Rick asked Gary to figure out the cost of prepping the fields, etc. and he asked Adam to work with Gary to determine what equipment was needed and its cost.
- Brew Fest – Craig has no new information as he is still waiting to hear back from the State Attorney General. He has spoken with Warren County liquors and he hopes they will donate cups and/or ice. He has a contact with Shop Rite liquors with whom he will be talking. Craig confirmed that a distributor can pour in New Jersey. It will be a four-hour event, held at the Borough Park ballfield. Bracelets will be used so people can leave and return to the fenced area. Susan will send Craig the Borough tax ID information for the state.

Recreation Director’s Report

- Gary received an email request 1:30 yesterday (Tuesday) from the Chairman. “Please provide a written Recreation Director’s report prior to the meeting. This should indicate all activities since our last meeting as well as the amount of hours you put in. In addition, please be ready to discuss the cost of signs for sponsors as well as all options that are available to us.” Since he had already left the office for the day he did not receive it until this morning and could not send a written report to the commissioners well enough in advance of the meeting. Regarding all activities: he attended the Land Use Board meeting, met with the Police regarding the Spring 5K, met with the Police Chief regarding graffiti in the park, met with the Warren Hills Athletic Director, met with Project Graduation, attended the Council meeting, attended the Township and Borough Senior Committee meetings and attended the Warren Hills Baseball Assoc meeting. He also went to Flemington and picked up the Basketball trophies and Hockey medals. For the week of March 3-9 he recorded 29.5 hours on his time sheet but those hours were completed by Wednesday. He could not log in the rest of the week’s hours. From Sunday March 10 to today he has already completed 22.75 hours. Last year his recorded hours, at 29.5 per week, were 1550 hours. But he actually worked approximately 2500 hours. Over the 10 summer weeks he worked 910 hours which averages out to 13 hours per day.
- The Taylor Street field will be laid out next week. Little League will provide chalk and the fence cap. The Borough has a well testing company working at the old Vicon Tile site. Residents will not be able to park on the street so the company will create a gravel parking area at the field. They will remove fencing and put down gravel to create an area large enough to park about 15 cars.
- The Easter Egg Hunt is in 1 month. We do not have any candy or gifts/prizes yet. The Senior are scheduled to stuff eggs on March 25.
- The same day as the Easter Egg Hunt, the Warren Hills Girls Softball teams will play Voorhees at the Boro Park field. JV at 5 pm, Varsity at 7 pm. Commissioners will sell hamburgers and hotdogs during the games. Craig

asked if the Human Rights Club at the High School can sell bracelets at the Egg Hunt as a fundraiser. Craig moved to allow the Human Rights Club to sell bracelets at the Easter Egg Hunt. Seconded by Ayes: 7, Nays: 0, Abstain: 0, Absent: 0. Motion passed.

- Gary will contact all the sending district elementary schools and area nursery schools to contribute artwork for Art in the Park.
- The World's Largest Swimming Lesson will take place on June 20 to bring awareness to drownings and to teach people how to swim. Gary wants to open the pool for swimming lessons. He wants to invite previous lifeguards back for the day to help teach the lessons. NJ law does not require a lifeguard certification to teach swimming lessons.
- StarGuard lifeguard training certification – The regular program has already finished. We can have StarGuard send an employee to train up to 12 employees as lifeguard training instructors or lifeguards for \$2,995. The trainer program is 2 days, the lifeguard program is 2 ½ days. Risk Management agreed to pay \$375 towards one employee's training. We send 3 emails out to last year's employees. So far we have 3 CPO's, 1 Supervisor, 1 Laborer, 6 cashiers and 1 Lifeguard returning. 4 of the cashiers want to do lifeguard training. We have 2 new lifeguard and 10 new cashier/food service applications. Rick asked if we have reached out to swim teams.
- Gary said lifeguard salaries need to be confirmed. Rick asked it be put on the next meeting's agenda.
- Gary ordered the portable mound. Little League is paying half. Rick asked if we have been paid yet for last year's ballfield clay. No, we have not but it was mentioned at the last meeting.

Recreation Secretary's Report

- No report.

Sports Programs

- Easter Egg Hunt — (all commissioners) – Discussed in Director's Report.
- 5k – (commission) – Spring 5K discussed in Old Business.
- Youth Soccer – (James Sawyer) – There has not been a league meeting yet. James wants to share our demographics with Warren United.
- Street Hockey – (Adam Zimmer) – Gary reported tonight is the last night for K-3 and tomorrow is the last night for 4-8. The kids had a great time. Unfortunately, the NJ Devils did not respond to Gary's request for a mascot and player visit.
- Youth Basketball – (James Sawyer) -7/8 grade boys took 2nd place and 5/6 girls took 1st place. Bill Lyons is collecting uniforms. Referee fees will be increased to \$40 next year.
- Lil' Hoopsters – (Craig Geller) – No report.
- Youth Baseball – (Adam Zimmer) – No report.
- Girls Softball – (Mark Garrison) – The referees will be paid by the league. Susan said the cost will be \$990 for 6 regular games, 3 rain dates for the Intermediate and Senior teams. The Purchase Order has been entered. The Purchase Order for the league fees has also been entered and the check will be mailed next week. Mark said we have 2 Pony teams but only 2 coaches. He has reached out to the parents for volunteers. He would like to get time at Memorial and will start outdoor practices when the field is dry.
- Adult (Men's) Softball – (Adam Zimmer) – Discussed in Old Business.
- Karate – (James Sawyer) – Susan spoke with Paul Kilduff. Session 3 will begin on March 29 and end June 7.
- Swim Team – (Rick Feldman/ Sean Farrington) – Discussed in Old Business
- Swim Lessons (Rick Feldman) – No report.
- Pool – (Rick Feldman) – No report.
- Tennis Clinic – (James Sawyer) – No report.
- Zumba – No report.

Executive Session (If Necessary)

- No Executive Session.

Facebook page

- No report.

Recap

- Susan will put Review of the Bylaws on the next meeting's agenda.
- Susan will contact Port-a-Bowl for rates.
- Adam will contact the Fire Chief to send out Emergency Services Softball League information to other Departments.
- Adam will provide Gary with Adult Softball equipment requirements and help determine costs.
- Adam will get bug/rick spray information to Gary.

Commissioner Comments

- Dan Almind – No comments.
- Sean Farrington– No comments.
- Rick Feldman – No comments
- Mark Garrison– No comments.
- Craig Geller– No comments.
- James Sawyer – No comments.
- Adam Zimmer – No comments.
- Gary Masenior – Gary reminded the commission that his salary or an increase has not been set yet. He is the only Borough employee without a confirmed salary increase.

Adjournment

- Craig Geller moved to adjourn the meeting at 8:52 pm. Seconded by Mark Garrison. Ayes: 7 Nays: 0. Motion passed. **Adjourn 8:52 PM**