

Harrington Park Recreation Commission

Minutes of Meeting

February 12, 2014

Commission

Siobhan Bailey	Present
Paul Baly	Present
Joseph Cho	Present
Brian Fitzgerald	Absent
Tom Gleason	Present
Betty Ann Niece	Present
Steve Pacicco	Present

Town Council Liaison: Michelle Ryan – Present

Secretary: Michael Amdur

Meeting called to order at 8:10 PM

ANNOUNCEMENTS

Call to order. In compliance with the Sunshine Act of 1975, adequate notice of this meeting was made.

MINUTES

Minutes for January 2014 formally approved by unanimous vote.

MEMBER RESPONSIBILITIES

Steve asked members what sets of responsibilities they would like to take on - as part of the Commission. The following table indicates choices as selected:

<u>RESPONSIBILITY</u>	<u>MEMBER(S)</u>
Chairperson	Steve (will continue for the remainder of the year)
Finance	Steve
Grants	Siobhan
Sports Liaison	Paul
Tennis	Paul (w/Michelle in support role)
Playground & Parks	Joseph
Field Maintenance	Brian and Steve
Field Requests	Tom
School Coordination	Joseph
Fishing Derby	Betty Ann
Rag-a-muffin	Betty Ann
Town Day	Betty Ann
Maintenance/ Port-a-Johns	Michelle

FINANCE/BUDGET

Michelle mentioned that the finance committee and the M&C have not received the budget yet (specifically, the general budget – not the Rec budget).

Steve went over the Commission Account Balances, as per a handout listing amounts for several accounts. In particular, the January 2014 balance reflects the following:

Rec Trust	
Basketball Court	\$1,300
Walking Track	\$500
Town Day Donations	\$5,190
Field Maintenance	\$7,479
Running Club	\$204
Tennis Badge Fund	
Tennis Court Maintenance	\$9,061
Open Space	
Deposited in December	\$250,000
Penny Tax Total as of 2/1/14	\$485,299
Encumbered (cemetery)	\$250,000
Unencumbered	\$235,299

Steve said that the walking path lighting funding would come out of the encumbered amount MINUS any grant - as well as any amount that community parks puts into it. Nothing has been encumbered for that yet.

MAINTENANCE PROGRAM

Michelle has been working on the RFP (request for proposal) to send out for the maintenance plan for the field.

Michelle said that the program will be going out to bid. The Borough Attorney puts together all of the bids specs. He is currently putting together the bid packet. The M&C meeting is on Tuesday, February 18. Michelle hoped that the bid packets will be available for review in time so it can be authorized going out to bid on Tuesday night. It must be a two-year contract bid with two one-year options. The goal is to have a contract in place by the middle-to-end of March, so that everything can be sorted for the baseball/softball seasons.

Michelle mentioned that the resolution for the multi-year funding is put on hold until after the bid packets are opened.

Sports Fees for Field Maintenance – 2014

Baseball: \$4,375
Softball: \$2,050
Soccer: \$2,500
Lacrosse: \$1,000

“Green Grounds” Policy

Joon Kim has spearheaded a new policy that emphasizes using organic and “green” materials, limiting water, and other eco-friendly measures in town/for maintenance.

M&C has just received the policy for review, however, the measure may be passed at the M&C meeting on the 18th. Michelle did make changes to allow Rec to put sprinklers on the fields.

TO-DO: Steve offered to forward the draft of the Policy to members.

FIELD REQUESTS

Tom mentioned that there was a request for a “field day” for the Valley Program. It would be on Sunday, March 18 from 1-3 PM.

TO-DO: Michelle will find out where Juniors and Teens for Tomorrow held their events.

Tom asked Michelle if Mark Torrie’s soccer camp can be an agenda item at the M&C meeting.

FOLLOW-UP: Michelle said she will try to put it on the agenda if Tom can get it in before the meeting.

Steve mentioned that Tri-State sent over information about a Franklin Lakes soccer club looking for field use in the Spring.

Members chose to decline the request.

Betty Ann inquired as to how many outside organizations utilize the town fields. Tom responded that some travel teams (with non-Harrington Park residents), two softball tournaments on two weekends and Mark Torrie's summer camps compose the few activities which use the fields.

SCHOOL COORDINATION

Tom mentioned that the scoreboard is not working.

GRANTS

Siobhan received an email from Ann stating that the Borough has not heard yet from the County. Ann will contact Siobhan as soon as she hears something about the issue.

SPORTS COORDINATION

Mitch Helfman facilitated a meeting among soccer, softball and baseball and then asked Steve to attend. They are trying to work together to come up with a set of projects that they would like Rec to support.

Mitch's high priorities include a sprinkler project on various fields and a 50/70 field.

Mitch's ideal project would be to build a 100 x 100 feet facility for training between fields #2 and #3 at Lower Highland. Ideally, it would accommodate indoor basketball and soccer, in addition to containing batting cages.

Mitch would like a private organization to build and run the facility. This organization would pay the Town a fee to do this. The organization would give the Town a certain amount of hours per week and they would pay a rental fee to the Town for using it.

Members discussed the issue of this ideal facility. There was debate about whether Norwood's facility (approx. 20 x 60 feet) could somehow be adopted into a plan.

SUPPLEMENT - On field #2 on Lower Highland is damaged or dead large branch that is overhanging one of the dugouts. It appears to be in imminent danger to the players. DPW was alerted to this issue last year, however nothing (apparently) was done.

TO-DO: Michelle offered to look into the branch issue further.

TOWN DAY

Michelle offered an update to Rec members as far as deciding when to schedule Town Day. She reached out to surrounding towns about when their respective 2014 Town Days are:

Haworth – September 6
Old Tappan – September 6
Norwood – September 20
Northvale – TBD

The Jewish holidays will be toward the end of the month during the week.

Michelle had contacted the school about their calendar. The school has not yet planned about when the start of the school year will be (2014-2015 academic year).

Michelle said that the next step in the - Town Day - process is to write a letter to such businesses as United Water and Rockland Electric in order to successfully receive funding. Historically, Rec has waited until the summer to do this and it did not have a welcome reception.

FOLLOW-UP: Betty Ann suggested that the process should be completed by June, since she will be gone for the whole summer.

OTHER ACTIVITIES

June 15 was chosen as the date for the Fishing Derby.

FOLLOW-UP: Next month, Betty Ann will suggest date for Rag-a-muffin parade. It has normally been the Saturday before Halloween.

As far as the “Trunk or Treat” activity, Michelle observed that a lot of trick-or-treaters have come out for the activity, but not enough car trunks (to get candy from). This has been because residents/owners of the cars have not wanted to get stuck/locked into the parking lot for an hour or two (as per police regulation).

FOLLOW-UP: Betty Ann suggested that – a few weeks before Trunk or Treat – a letter should be sent out to residents asking them to confirm their participation. If there is not a sufficient response (number of cars available), then a follow-up note should be sent out informing the public that the event will be canceled this year.

GEORGE STREET COVERED BRIDGE

TO-DO: Michelle left a message for Mark (Kiernan) concerning the bridge and will follow-up as per its status.

TENNIS

Michelle had emailed Jerry (Esposito) twice about tennis updates/badge information, but Jerry has not responded.

TO-DO: Michelle will follow up one more time.

LIGHTNING SYSTEM

Paul attended the meeting at the high school on February 4 and learned that the (lightning detection) system is very straightforward: the alarm goes off for approximately 18 seconds and people then need to leave the field. The system continues to sound until lightning has been out of the five-mile range for 30 minutes. Then, people may go onto the field again.

Paul said that this information needs to be written into the coaches’ agreements. No more than two sentences needed. The crux of the meeting was about communication. Paul’s suggestion was to not go through the whole process of email lists (at the time of lightning detection), with the possible exception of notifying league directors.

Paul received no information about what - in particular - is considered a “safe place” for people to go to during a lightning warning. Most towns assume that the respective event

has ended, because 30 minutes is a relatively long time to wait for lightning to pass by an area.

Paul did not receive information at the meeting about where the units have been installed.

Paul said that Harrington Park is considered an “exemplar” town in getting lightning policy down pat.

TO-DO: Tom offered to send an email to Dr. Fried to get more information and/or a copy of the lightning policy in order to get a sense of direction for Rec to follow.

Harrington Park’s lightning detector is physically located in Norwood.

Tom suggested the possibility of building a pavilion in order to provide lightning protection (perhaps if it had lightning rods on it).

PONDSIDE DREDGING

Discussion has been postponed until the next meeting.

CPR/AED ISSUE

Postponed until next month.

TO-DO: Tom needs to speak with Dr. Fried about the AED issue.

CRAFT SHOW

Michelle said that a vendor (as per a previous meeting) would like to have a craft show at Old Tappan High School on a Sunday in June, July or August. If Rec sponsors the event, she will donate a percentage of the profit to Rec. Michelle said that the amount donated would be 30% of the total – could be about \$1,000.

The vendor will provide the insurance and is in the process of applying to the school board. Michelle added that the vendor will put up a majority of the signs, but Rec will need to help and put up some signs.

A motion was proposed as to whether Rec wishes to sponsor it. If Rec chooses to sponsor, she would be willing to send over a contract. There are costs: to rent at the school, to pay for the custodians, etc.

Motion passed 3-2 in favor of sponsoring the vendor’s craft show.

CEMETERY WALL

Michelle may have to recuse herself on the wall issue because she does fundraising related to this issue. Ground penetrating radar is being done to see what is underneath. The top is being evaluated for a (particular) drainage problem. Care is being taken not to disturb any grave areas.

DOG RUN

Tom has not yet spoken with his contact at the Recreation Commission in Closter concerning their dog park.

NEXT MEETING WILL BE MARCH 19, 2014