

**Harrington Park Recreation Committee  
Minutes of Meeting  
Wednesday, June 17, 2015**

**COMMISSION**

Siobhan Baily	Not Present
Paul Baly	Present
Lynne Cappelmann	Not Present
Charles Degruccio	Present
Brian Fitzgerald	Not Present
Thomas Gleason	Present
Steve Paciccio	Present

Town Council Liaison: Joon Chung Present

Secretary: Carolyn Lee

Meeting called to order at 8:06 PM

**1. ANNOUNCEMENTS**

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

**2. ITEMS FROM THE PUBLIC**

No Items from the Public.

**3. ADMINISTRATIVE ITEMS**

**a. Minutes**

Minutes for May 20, 2015 formally approved by members at the June 17, 2015 meeting.

**4. UPDATES**

**a. Finance and Budget**

- Steve usually receives Actual vs Budget reports 1 week before monthly meeting, but has not received one this month. Joon will ask KJ for reports.
- There is about \$24,000 in the RecTrust account. Checks from camps go into this account.

- The Recreation Commission would like to buy shelving for Recreation equipment in Borough Hall's basement. 2-3 shelves at a cost of about \$100 each. Recreation Commission members approved request. Tom will talk to Ann.
- There is a softball equipment bill (about \$2,260) from 2014 that has not been paid. Equipment was delivered to an HP resident and should be paid by HP softball. Steve has contacted the baseball and softball commissioners regarding this outstanding bill and they are working on resolving this issue. Recreation had nothing to do with this purchase.

**b. Field Maintenance**

- Field closure will remain for the turf program applications on 6/22.
- Softball is asking to have the water supply by field 4 rebuilt so that the hose bib can be used to wet down the fields. This would require another meter to be added and plumbing work to be done. Not sure of the dollars involved. Tom will ask Mark K. about the hose bib.
- Brian presented the Council with the sprinkler project. Council is in favor. Additional water bill of \$1,000 is expected. Recreation will budget for this next year. Council will meet in July. Ideally, the sprinkler project will be completed before the soccer season begins.

**c. Field Requests**

**i. NV Summer Camp**

- Von Tobel has paid for Highland Field for June 29- July3, 2015, 9am – 12pm. Carolyn contacted Haskell Family Maintenance for daily cleaning June 29, to July 3, 2015. An additional 4 days will be billed to Rec.

**ii. Muggeo**

- Muggeo summer camp - has been approved.
- Club Team – has not been confirmed. B. Muggeo might have talked to baseball for field assignments.
- Bergen Team – has not been approved.
- Adhoc sessions are \$60/practice.
- Charles will call B. Muggeo to verify use of fields and field requests.

**iii. Soccer Summer Camp (Speed Soccer)**

- Verify with Ann if they have paid.

**iv. Champion Soccer League**

- E. Negron has requested all of upper Highland field for August 24<sup>th</sup> week. She is asking if she could have use of the soccer goals. Tom will ask HP Soccer if the smaller goals could be used. E. Negron needs to update the field use application and provide a check.

**v. Homes for Veterans**

- Homes for Veterans has requested to use Highland Field on August 23, 2015. Charles confirmed that the date was available. Carolyn asked which part of the field will be used and the hours of the fundraiser. No reply has been given. Carolyn will follow-up.

**vi. Collegiate Tennis Academy**

- Collegiate Tennis Academy has asked about the availability of the 2 tennis courts from June 29 – August 7, 2015. A cost of \$30/court for 9am-12pm was quoted. Also, all weeks are available except for the July 20, 2015 weekdays. There were no further inquiries.
- vii. Summer Basketball**
  - Charles received field request forms from J. Mulliken.
- d. School Coordination**
  - Softball champion game was changed to Highland field because of the Spring Fling at the school. HP softball team won the championship game!
- e. Grants**
  - Bergen County Historic Preservation is asking for grant applications. Joon will forward the information to the Historic Society. Intent to apply is due June 22, 2015.
- f. Sports Coordination**
  - A list of coaches with Rutger's S.A.F.T.E.Y. training and concussion training has been requested from the sports commissioners. Lacrosse has provided a list after the season was over. In the field request application, it indicates that all coaches require the concussion training. The Rutger's coach's training will protect the individual coach from lawsuits.
  - Some coaches have AYSO training. Field application has the link to the CDC online free concussion training.
  - Joon will inquire if the JIF will provide someone to come in to services for Rutger's coach training. We will aim to have training in September. There are local training centers that are also convenient.
- g. Town Day (September 12, 2015)**
  - Lynne has contacted Funtime Entertainment for the rides. They are familiar with Highland Field and will provide assistance with ride selection and placements. Our timing is good because last year a lot of the rides were already taken.
  - A donation letter was written. Steve P. approved the letter since his name at the bottom of the letter. Ideally, the letters will go out in a week.
  - Companies have been interested in participating in Town Day and would like to rent a table. Tables and chairs have been rented from a rental company.
- h. Town Programs**
  - i. Fishing Derby (Sunday, June 21, 2015 12:00-2:00PM)**
    - Fishing Derby is all set. Paul will pick up worms, fish and prizes. Lynne has contacted the school to include information in the weekly wrap up and she will send an HSA email reminder.
    - The weather is forecast to rain, but there is no rain date or change of time.
  - ii. Ragamuffin Parade (Saturday, October 31, 2015)**
    - Lynne confirmed the use of the school for an alternate location for the parade in case of rain. Lynne will contact Dr. Fried's secretary to add to the calendar and will fill out a facility use form.
- i. Park & Playground Maintenance**
  - i. Highland Bathroom Plans**

- The Chief of Police agreed to check the bathrooms each morning and night. Coaches should continue to hold the keys. The Chief suggested a keypad lock for the door with the ability to change the code each year or more often. Other communities are using keypads and are working out better. If a keypad is introduced, new doors and doorframes may be needed since the doors do not close easily. Another suggestion would be a timer on lights for the bathroom door. Having the doors opened, the community will benefit from the use. The concern is vandalism during the hours the bathrooms are opened.
- Doors will be opened at 8:00am – 10:30pm each day in the summer. The hours will be revisited in the fall.
- Steve will ask Brian about his research on the keypad locks and doors.
- ii. Water Fountain in Upper Highland**
  - The person is no longer interested in this request.
- iii. Lightning Detectors and Alerts**
  - The lightning detectors in Highland and Pondside were not working. The batteries were replaced one week later. The maintenance person borrowed a cherry picker crane from Closter to reach the detector in Highland Field between Field 2 and 3.
  - The detector in Pondside is currently flashing red and requires a new electrical board that should be replaced within the week. Carolyn is in contact with the repair company.
  - Paul will call Mark K. to re-post the sign at Pondside.
  - Steve will call about the sign at the school.
  - Carolyn will add Paul and Charles to the lightning detection alerts.
  - NIXLE is a system that covers lightning, road closers, etc. that the police department uses. If you like to register, it is available on the HP website.
- iv. Pondside**
  - Signage for Lightning is on the ground. Paul will call Mark K. about it.
- v. Highland**
  - **Trees:** Environmental Commission is interested in planting 2 shade trees next to the wooden benches in Upper Highland Field. Joon indicated that the town planner suggests the sugar(sweet) maple, which would not interfere with the field. Joon will arrange a meeting with Tom and Peter to walk the area. More information about the dimensions of full size of the tree is needed.
  - **Soccer Goals:** The soccer goals are now chained.
- vi. George street**
  - Good.
- vii. School**
  - Good.
- viii. Beechwood**
  - No update.
- ix. Don Horsey**
  - Good.
- x. Columbus**

- No Issues.
- j. Tennis**
  - TGA had a successful spring.

## **5. PROJECTS**

- a. Flooding at Highland Field 3 Hut**
  - Mark will start in July.
- b. Upper Highland Shed**
  - Sports Boosters is interested in purchasing a storage shed to store the portable pitching mound and other softball equipment. Brian and Steve are working with them.
- c. Sprinkler System**
  - Brian will get 2 more quotes/bids for the sprinkler system.
- d. Patio in Front of Hut**
  - This project was part of the walk around the town for future projects and may work with Lighting project in 2016.
- e. Walking Path Lighting Plan Status**
  - Project completion is expected before Town Day (Sept. 12, 2015). Before the lights are in place, we should look at how the patio would work with the lights.
- e. Recreation Web Pages**
  - List of Recreation Commission members and Sports Commissioners are posted on the HP website. A link to the Sports Booster page for sports signups should be added.

## **6. NEXT MEETING**

Next regularly scheduled meeting is Wednesday, July 15, 2015 at 8:00PM.