

**Harrington Park Recreation Committee
Minutes of Meeting
Wednesday, May 20, 2015**

COMMISSION

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

Town Council Liaison: Joon Chung Present

Secretary: Carolyn Lee

Meeting called to order at 8:05 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

a. Race Faster Running Program

Megan Dippolito, a Harrington Park resident, provided information for a running program for kids 5-14 years old. Race Faster is a company out of Ridgewood and has expanded to many local towns. Currently, Harrington Park does not have running club for children. Race Faster would provide a cross-country program in the fall and a spring program in the spring. Race Faster is USATF insured. Registration would be available on the Race Faster website.

The ideal location would be Highland Field, but Columbus field is also an option. Megan suggested a 10-week program prior to the Harrington Park Annual 5K run. The program would start in the last week of August or first week of September. The participants would meet for 1-hour each day, 2 times per week at 5:00-6:00PM. The time is flexible depending on darkness. The cost would be \$200 per athlete and he/she would get a shirt and jacket. A description of the coach's experience was discussed. If the participant couldn't attend a practice, the child could attend a class in another town. This program is all about getting kids interested early and Race Faster would like the town's support. Race Faster also

provides access to organized meets in Bergen County. The lead-time to organize for registration is July/August. Various ways of advertising are through the school, HSA, and Town emails. Megan was invited to come back for the June 17, 2015 Recreation Commission meeting.

3. ADMINISTRATIVE ITEMS

a. Minutes

Minutes for April 15, 2015 formally approved by members at the May 20, 2015 meeting.

4. UPDATES

a. Finance and Budget

- No update.

b. Field Maintenance

- Applications on all the fields will be done on May 22, 2015 with the exception of the school, which will be done on Sunday, May 24, 2015 depending on access to the field. Brian had informed the school.
- Girl Scouts have requested a key to the bathrooms. Tom will contact Judy Collins about providing a key.

c. Field Requests

i. Park Use

- HP Parks are not set up for large private parties because the bathrooms are not opened as well as the clean up is not guaranteed.

ii. Race Faster – Running Club

- Recreation Commission supports the running club. It is a for-profit company and should contribute to the maintenance of the field. The Commission voted all in favor for the first year, to charge Race Faster with a nominal fee of \$10 per registered child. This fee is just to get the program off the ground. After the first year, the cost is subject to change. Also, acceptance is subject to a completed field request with insurance and the running program not interfering with soccer. Recreation should ask Megan to complete a field request form with insurance. Tom and Charlie will review request and insurance.

iii. West Rock Indoor

- West Rock does not want to pursue renting HP tennis courts due to higher than expected court fees.

iv. Hurricane, Muggeo Cardinals Baseball Club and Spring Training

- Baseball field request forms need to be reviewed and/or completed for both the Hurricanes and the Muggeo Cardinals. It appears that one of the teams have been using the field without proper documentation. Charles will follow-up with Steve.

v. Softball

- All requests are complete.

vi. NV Summer Camp

- Von Tobel has requested an extension at Highland Field for the summer camp (June 29- July3, 2015, 9am – 12pm). There is no conflict with field use. Tom suggested a cost of \$1200 for the week that includes the cost of daily cleaning of the bathrooms. They have accepted the cost. Recreation voted all in favor of the field request. Tom will inform NV Summer Camp about approval of the request. Carolyn will contact Haskell Family Maintenance for daily cleaning June 29, to July 3, 2015.
- vii. Soccer Summer Camp**
 - M. Torrie paid for spring.
- viii. Champion Soccer League**
 - Champion Soccer needs to send insurance for Highland Field and not the school. The week of Aug.10, 2015 is not available, but the weeks of Aug.24, 2015 is available. The week of Aug.17, 2015 is available. Tom will contact Esmeralda to co-ordinate available dates. All voted in favor of the field request with the co-ordination of request dates.
- ix. Summer Basketball**
 - Charles will ask J. Muliken for field request forms. HP provides the insurance through JIF.
- x. Wayfinder Experience**
 - Mayor and Council have approved the field request for the Wayfinder Experience with a lesser insurance coverage listed in the field request form. The Recreation Commission voted all in favor of approving the field request. They have been using the field every Wednesday and would like to use the field through the first week of June. The last day they want to use the field until 3:30pm. There are no issues with the time on the last day.
- d. School Coordination**
 - Recreation needs to send the bill out for basketball. Tom will send out the bill.
- e. Grants**
 - No update.
- f. Town Day (September 12, 2015)**
 - J. Jones, the representative from the Junior Woman’s Club, has negotiated that a food vendor cooks the food at Town Day. The Junior Woman’s Club will be selling snacks, candy and water. Carolyn will verify that affordable food options are available.
 - Lynn has received Town Day 2014 information from M. Ryan, but has not reviewed it yet. Lynn will forward to Siobhan and Joon. Lynn will ask Michelle about the vendors operated last year.
 - First step is to get a thank you letter out to the previous donors, then send out letters to local businesses for donations. Lynn will look letters from 2014 and provide to Carolyn. Carolyn can generate and send out letters.
 - Recreation needs to start planning the rides and games. Carolyn has names of the companies of some of the vendors for DJs, pony rides, clowns and face painting. Lynn has contacts for rides from the Spring Fling.

- All committee members voted in favor to sell alcohol at Town Day. Concerns of relationship of alcohol and fun, seeing how people can drink responsibly and safety were discussed. Recreation gets the alcohol permit. The profit from the alcohol sales are close to the donation that DARE provides for not serving alcohol.

g. Town Programs

i. Fishing Derby (Sunday, June 21, 2015 12:00-2:00PM)

- Tom is helping Paul to get the fish. Boy Scouts should be contacted to sell hot dogs. Information should be sent in emails from the school, Sports Boosters and the town. Flyers can be placed in stores in the town. Lynn will send out Fishing Derby information through the HSA email blasts and ask if the school can add it to the “weekly wrap up”. Carolyn will ask if it can be added to the June-July HP newsletter and the HP town board on Schraalenburgh Rd.

ii. Ragamuffin Parade (Saturday, October 31, 2015)

- Lynn will verify with the school if the APR can be used for the parade and games if it rains.

h. Park & Playground Maintenance

i. Pondsides

- Purchase order was completed. The park fence has been repaired.

ii. Highland

- **Merry- Go-Round:** Recreation Commission would like to reinstate the Merry-go-round at Highland Park. B. Eiffert had reached out to the prior risk manager who indicated that this particular model is not on the list to be removed. Mulch should be added around the merry-go-round if needed. Tom will contact M. Kiernan to re-mulch and open it up.
- **Field 3 Access Area:** Field 3 access area is very hidden (off of Livingston). Joon discussed this with the Mayor and Council and the police will patrol this area more frequently. The same person seems to be dumping each time. A chain was considered, but would make it more difficult for the DPW to use this access road.
- **Hut Lights and Timers:** Suggestion from April 2015 meeting to add timers for hut lights discussed. The cost would be about \$20 each. This might be not needed since the lighting project might provide enough lighting.
- **Basketball Courts:** Basketball court lights are on timers, scheduled to turn off at 10:30pm. The box has been vandalized. Mark will look at it and repair it. If you want to put a lock on it, the clips need to be replaced.
- **Water Fountain:** No update. Tom will reach out to D. Savoye and ask if he is still interested in fixing the fountain.
- **Trees:** Environmental Commission is interested in planting 2 shade trees next to the wooden benches in Upper Highland Field. Recreation’s concerns are the root growing quickly into the field and leaves on the field in the fall. More information is needed from the Environmental Commission.
- **Bathrooms:** Bathrooms were left open overnight a couple of times. Joon will reach out to the police chief to ask if they can check the doors after 9:30pm. Carolyn will email M. Rutigliano and G. Capazzi to ask the coaches to lock the bathroom doors when they leave the park.

- **Soccer Goals:** The soccer goals used to be chained and staked because of the concern of the goals tipping over. This year soccer decided to leave the soccer goals on the field. The concern is that the goals are not staked or chained to prevent them from tipping over and causing injury. Tom will suggest to Mitch to chain the goals up. Town owns the goals in Pondsides, which are chained. Lacrosse goals are smaller and left on the field.
- iii. **George street**
 - Good.
- iv. **School**
 - Good.
- v. **Beechwood**
 - Cleaned up in April.
- vi. **Don Horsey**
- vii. **Lightning meeting on Tuesday, March 24 at 8 am**
 - Paul provided information and procedures for the lightning system in place. Recreation Commission website provides information about what should be done when the lightning indicator flashes. Recreation instructions would be to leave the field when the siren goes off. There is no shelter available. There is no need to discuss this in more detail because the instructions on the website seem to be clear. Carolyn can forward this information to the sports commissioners.
 - Carolyn will add Joon to the lightning notifications.
- i. **Tennis**
 - No update.
- j. **Recreation Web Pages**
 - Recreation discussed that the recreation web pages should provide more information such as a town events, list of sports, contact information of each Sports Commissioners and an annual calendar of the sport season. Joon and Carolyn will discuss.

5. PROJECTS

a. Flooding at Highland Field 3 Hut

- Mark will start in June.

b. Sprinkler System

- Estimated cost for zones to cover the fields is \$16,000 for upper (fields 4 & 5) and \$16,000 for lower (out fields for fields 1,2 &3).
- Soccer will contribute \$16,000 for Lower Highland with the condition that the sprinkler system is maintained (e.g. if sprinkler heads are broken then Recreation will repair). Recreation will add the extended sprinkler system as part of the existing maintenance of sprinkler system. Mitch will pay for initial cost with reassurance that the system will be maintained. Additional cost to maintain would be more for winterization, broken sprinkler heads, water. Brian will forward his request to Steve.
- The sprinkler company quotes are based on the different zones and not contingent on implementing both Upper and Lower Highland.

c. Patio

- On hold.

d. Shed

- Boosters approved a shed placed between field 4 and 5. They would like an option for a bigger shed.

e. Walking Path lighting plan status

- Everything is on track. The project expected completion time is the end of August. A bid has been advertised in the Bergen Record.

f. Pondsides Pond Dredging

- No update.

6. NEXT MEETING

Next regularly scheduled meeting is Wednesday, June 17, 2015 at 8:00PM.