

Harrington Park Recreation Commission

Minutes of Meeting

March 20, 2013

Commission

Siobhan Bailey	Present
Jennifer Brackenbury	Present
Paul Baly	Present/new member
Jerry Esposito	Present
Tom Gleason	Present
Steve Marotta	Absent
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.

FROM THE PUBLIC

Nothing new from the public sphere.

NEW MEMBER – PAUL BALY

An official welcome was given to new member Paul Baly.

ETHICS FORM

Members of the Commission have been awaiting exact direction in this process, since an email directed people to hold-off.

JIF FORM

Tom provided some background to (new member) Paul:

- JIF stands for the “Joint Insurance Form”.
- It is the way that municipalities insure themselves so they are self-insured.
- It gets run professionally – in the case of H.P., Brian Eifert is the town risk agent.
 - Periodically, a risk manager goes by and inspects – probably – everything in town (DPW, playgrounds, etc.) and opines on what is happening.
- They also provide the liability insurance that the Commission provides to some of the sports. Most of the sports in town get their liability insurance through JIF.
- This week, Tom received a PDF form via email that is for Highland. The form asked a bunch of questions about the state of Highland (has it been inspected, any broken fences, height of the mulch).
 - Ann asked if Tom and Steve could take care of this issue. Tom volunteered to be the liaison (fill out, send in, send copy to Ann).

ISSUE OF HAVING ALTERNATES TO REGULAR MEMBERS

There was a fuller discussion of back-and-forth email issue:

Michelle cited some of the language from the State statute concerning this issue: [full initial sentence] “The governing body of any municipality or county may, by ordinance or resolution as appropriate, provide for the appointment to the board of recreation commissioners of not more than two alternate members.”

Michelle pointed out that the alternates would not vote, unless there are members absent. The alternates would be helping with reaching a quorum. They also can play a supporting role to hand out jobs (to others) and help out (overall).

Steve P. suggested that it is better to have seven committed people - as members. And that if there were more people, the commitment might get defused and a member could be lead into thinking that “there are two extra people, so I don’t really have to show up.”

Jen asked if alternates could make suggestions. Debate ensued as to whether alternates could participate and/or vote.

Steve suggested that the Commission should first get the resolution, then take it from there. Michelle added that if the Commission wanted to get an ordinance (instead of resolution), it would take approximately two months.

Tom suggested that the expectation would be that the alternate is a fully-participating member at all meetings, does things and has assignments but has a technical voting limitation if there are seven people present.

Michelle pointed out a key advantage to having alternates: should a vacancy occur, these alternates have attended and will have become familiarized with issues, status of things.

TO-DO: Michelle will ask for a resolution concerning alternates, instead of an ordinance.

PREVIOUS MONTH'S (FEBRUARY) MINUTES

A motion was proposed and approved concerning the February Minutes. Clarification was given by Michelle that Minutes need to be approved at meetings and not via email.

FINANCE AND BUDGET

Steve informed the Commission that he had not received the final budget from the town.

Michelle revealed that the budget will be adopted in April.

FOLLOW-UP: Michelle will send Steve a copy of the budget when it is ready.

Steve said that the Rec Trust balance shows that there is \$1,300 in the basketball court maintenance, \$500 in the Walking Track, and over \$5,700 in Town Day. The Commission spent \$7,000 in field maintenance in December and January. \$11,000 is in the field maintenance and Rec Trust.

The total budget will be about \$11,000 this year – total Rec budget. The plan – again – is to use about \$25,000 of the \$424,000 (in the open space fund) for field maintenance. Steve had asked Tri-State for the proposal that can be taken to the Mayor and Council for approval.

FOLLOW-UP: As soon as Steve receives the proposal, he will set up time (probably in April) to go to Mayor and Council meeting and ask for the \$25,000.

Steve said that the Rec Commission will cut down the registration fees for the children, specifically for soccer and lacrosse. It will not be cut down for baseball because they weren't able to reduce their registration fees this year -- it had already gone out.

FIELD MAINTENANCE PROGRAM

Immediate needs that were described by Steve: port-a-johns scheduled for the tennis courts and for Pondsides as well as the water turned on in the hut for Opening Day.

Michelle said that United Water came in earlier in the day (March 20). Mark Kiernan will turn on the water March 21.

TO-DO: Although Steve initially said that he will call Mark about the port-a-johns, Jen volunteered to contact Mark.

Jen inquired as to what happens after the pest control phase of the Tri-State plan.

Steve outlined three elements of the field maintenance plan that are expected to be done this year:

- 1) Rec Commission will redo one of the school fields and the three Little League fields when the weather is better.
- 2) In-season, DPW will come in twice a week and scarify.
- 3) There will be a pesticide program for the soccer fields and the infields.

Steve said the cost of the program would be about \$35,000/year. \$25,000 would come from Open Space and some from the Rec budget.

Tom suggested to Steve that it would be a good idea to let Gary Capazzi know about the schedule.

POSSIBLE TO-DO: Although the idea to contact Gary Capazzi was left unresolved in this discussion, there may be a need to be follow-up.

Jen inquired as to who funds the school uniforms for the boys baseball team and girls softball team. Someone (outside of the Commission members) told Jen that Rec – apparently – paid for it. Steve said that it was a rumor and definitely not true.

FIELD USAGE

Tom informed the Commission that he will send a form to Dr. Fried for field use request, since Steve did not receive one from Dr. Fried.

Tom described the Speed Soccer program. Speed Soccer is running the camps – their April as well as regular summer camps. The Rec Commission charges a fee for that, thus it needs to be approved by Mayor and Council. Tom sent them a contract, the Mayor and Council voted on it, and (Mayor and Council) they approved it.

Lacrosse made a request to use (1) Columbus on Wednesdays from 5 – 7:15 PM, in addition to (2) Pondsides on Tuesdays and Wednesdays and (3) the School from 12 – 4 PM.

A motion was initiated to approve the request for field use by lacrosse. Request passed unanimously.

Jerry brought up the idea of having a list of “dos and don’ts” concerning parking regulations at Columbus.

TO-DO: Tom said that he will mention or send a note to Lance concerning potentially problematic idling and double-parking issues.

SPORTS COORDINATION

Jerry reiterated his enthusiasm in volunteering for handling sports coordination (since he missed the last meeting when responsibilities were handed out).

Steve asked whether there is a need to get Sports together once or twice a year, in order to see what they need, if there are any outstanding issues to discuss, etc. After brief discussion, a consensus was reached:

TO-DO: Steve suggested to Jerry to plan for a June meeting (as well as inform Sports that Rec will hold one in Oct or Nov as well).

TO-DO: Tom suggested to Steve to compose a letter to the Commissioners and tell them what we are expecting for funding next year...and that this is all good news. Also suggested to convey that they (the Commissioners) could communicate this to the coaches. Jerry also added that Steve could convey the importance of the June meeting.

Opening Day is April 20.

TO-DO: Jerry will send a note to Mike Ritigliano and ask him if he needs anything (for Opening Day). If Jen sees him at the school, she will ask him if he needs anything. If Ritigliano says he does need something(s), she will tell him to contact Jerry and will provide him with Jerry's email.

TOWN PROGRAMS

Town Day – Jen mentioned that there is ongoing confusion as to when to hold Town Day because of all the conflicts between Holidays and other calendar quirks.

Consensus among members was reached to hold Town Day on **Sept. 14**.

TO-DO: As per the fireworks issue, Jen will reach out to relevant people in Norwood and Northvale to see about the feasibility of holding a combined fireworks show. Jen will contact Ann as per obtaining approval from the Mayor and Council.

FOLLOW-UP: Michelle and Jen will not start soliciting until after Casino Night.

Key Dates

Fishing Derby: **June 16**

Rag-a-muffin and Trunk or Treat will be done together: **October 26**

PARKS AND PLAYGROUNDS

Steve informed the Commission that some of the equipment at George Street needs to be replaced.

Steve suggested that someone on the Commission could take on responsibility to look around the playgrounds at George Street, Highland and Pongside and see what needs to be done. Paul volunteered to take on the responsibility.

Jen mentioned that there is a piece of equipment broken at George Street and Highland Field has a "spinning thing" that needs to be moved.

Michelle spoke with Mr. Haskell and Godo (Godo cleans Borough Hall) concerning the bathrooms at the Hut. She suggested that Rec could save money by using Mr. Haskell when purchasing in bulk (toilet paper, hand soap, etc.). The amount would be \$45 per visit.

Tom suggested that Rec should update the bathroom equipment and dispensers. Michelle said that Mark Kiernan would install equipment.

TO-DO: Michelle will reach out to Mark Kiernan tomorrow (March 21) and get back to Rec as per Mark's response. Also, Michelle will speak with Godo about dispenser prices - since Godo is familiar with this specific issue from his work at Borough Hall and the Police Station.

TENNIS COURTS

Jerry said that only four badges were sold last year and that none have been sold yet this year.

Also, the nets were never taken down this winter.

Michelle asked about whether instructors should pay a fee for use of the courts. Jerry responded that they – legally – are not allowed to be there, as per borough ordinance.

Michelle asked a follow-up question as to whether the ordinance can be changed in order to make some money. No definitive responses were decided on (concerning that specific issue) despite some discussion.

Tom suggested that Rec put up a semi-laminated sign informing residents that the Commission is revisiting the ordinance...and that the Commission is requesting citizen input. Appropriate contact info would also be listed on the sign.

TO-DO: Jerry will produce more tennis badges for this year. Jerry will also put up a temporary sign that will convey possible changes and seek input, but he will wait on producing a new sign explaining the rules. When the temporary sign is produced, he will take a picture of the sign and bring the picture to the next Rec meeting.

MICHELLE'S DISCUSSION WITH THE MAYOR AND COUNCIL

Michelle mentioned that the Mayor and Council got a request from the Northern Valley Board of Education to consider a resolution in support of the repair of the tennis courts and turf put down on the fields. The estimated cost was \$5 million.

The Mayor and Council discussed the issue and there were some concerns that it was an estimate and – historically – estimates haven't always been accurate. It was left that the Mayor was going to ask Mr. Schettino and some Board Members to a future meeting. Today (March 20), a resolution was received in opposition to the project – from the Old Tappan Mayor and Council.

UPDATE APRIL 17, 2013: Update by Siobhan Bailey and Michelle Ryan on closed session discussions of mayor and council concerning Pondsides Project. Discussion occurred and project will not go forward at this time.

WALKING PATH – GRANT OPPORTUNITY

Michelle spoke with Allan Napolitano about the walking path lighting (specifically the front loop at Highland).

TO-DO: Michelle will ask Marlene Casey if the project qualifies for Open Space funds – the sum total of which is \$424,000.

Specific boundary details of the lighting path as provided by Jerry: the lighting would cover the very dark spot between the soccer lights and across the initial path and then across the grass to your car. Jerry believed that the light would illuminate the playground.

OPEN SPACE FUNDS - OTHER

Michelle informed the Commission that the Historical Society maintains the two cemeteries in town: one on Old Hook Road and the other is on Tappan Road. The railroad ties and soil have fallen and there is a concern that there needs to be a retaining wall built to keep everything up. Marlene Casey has let the borough know (about this) because there is probably a matching grant available that the town would qualify for – to build the retaining wall. The cost is estimated to be \$100,000. If everything falls into place, the Mayor and Council will be considering using the Open Space funds for that project.

REC COMMISSION HANDBOOK

Jen suggested that it might be easier (for the future) if everyone had their own file.

Further discussion occurred referring to the pros and cons of archiving info and how it can be most easily disseminated for the next generation of members.

TO-DO: Chris A. told Michelle that he would forward to Steve P. his notes on Town Day. Steve P. will invite Chris A. to the beginning of the April Rec Commission meeting.