

MINUTES OF THE RECREATION COMMISSION MEETING
September 16th, 2015

The Wednesday, October 16, 2015 meeting of the Recreation Commission was held in the 2nd floor conference Room of the Public Safety Building. Vice Chairwoman, Alicia Armental called the meeting to order at 7:40 pm.

Present: Commissioners: Vice Chair Alicia Armental, Chris Lau, Bob Smith, Ken Krautheim, Carlo Rebosio, Lauren Cerullo, Chris Ilg, Director Bobbi Conway

Absent: Pete Smith, Jimmy Teehan

Approval of Minutes: Minutes of the July 21st, 2105 meeting were approved. Motion by C. Ilg - second by C. Lau. All members present voted in favor of approval.

Director's Report – All subjects on the written monthly report were covered and discussed as part of the meeting agenda. The director gave an update where appropriate.

Open Public Session-Visitors: None

CORRESPONDENCE:

1. Quote Proposals for the aerating and seeding of KBG - Little League - Memorial Park and Roosevelt School Field
2. Flyers promoting Ice Hockey Program and Roller Hockey Program submitted by River Dell Ice Hockey Coach - Kevin Sabella
3. Kiddie Gym USA proposed Table Tennis Program information from Sudeshna Chakravorty
4. Shared Services Agreement - Improvements to Cherry Blossom Park
5. Quote Proposals for Painting and minor repairs to the Memorial Park Building
6. Resolution for the movement of funds from the Run line of the Recreation Dedicated Account to the Trust Other Account - River Edge Alliance Against Drugs.

OLD BUSINESS:

- A. Cherry Blossom Park Project- update of Phase 1 The Mayor and Council approved the award of contract for the base bid items to Downes Tree Service for the amount of \$113,200 at the August 3rd meeting. Funds available for this project - \$104,000 .- The Mayor and Council allocated funds, by resolution, from 2015 unallocated River Edge Open Space - in the amount of \$23,000 - allowing for the award of contract. A pre-construction meeting was held on August 10th and construction began the week of August 23rd. Due to unforeseen circumstances - two change orders were submitted for the project - The resolution covering these change orders will be available for review at our meeting - The Mayor and Council approved the change orders on September 8th.
- B. Cherry Blossom Park - Phase 2 - the Mayor and Council approved the application for the Bergen County Open Space Grant for an amount of \$70,000 - which is to be matched by the Borough (\$70,000).
The application was submitted to the County on September 2nd, 2015.

The Interlocal Agreement between the Borough of River Edge and The River Edge School Board covering Cherry Blossom Park Improvements was submitted to the Mayor and Council on September 14th without review by the Recreation Commission. The majority of the shared services language relates to the Phase 2 portion of the project. C. Rebosio will review the content for the Commission and report on any revisions that need to be recommended.

- C. KBG Light Project - the Mayor and Council accepted the 2014 Open Space Grant award contract from Bergen County in the amount of \$54,320 for the Kenneth B. George Field Lighting Replacement Project. The application for funds was \$172,000 - The project is now 73% funded. During the 2016 budget process, the Commission will request capital funds to complete the project. Based on the Bergen County contract - the Borough has until late 2017 to complete the project. The geotechnical study to determine footings and the process of required permits (which may take time) should begin in late 2015 or early 2016. Tom Miller is to submit an engineer proposal for the scope of work to begin the permit process, the geotechnical process and the engineer plans.
- D. Army Football Game Bus Trip - October 10th Army vs Duke - (40 tickets purchased \$44.00 each) --flyers went out to the schools and was promoted in the Town News
- E. River Edge Day - Sunday October 4th 1:00-4:00pm - (rain date - October 11th 1-4pm) Commission members will be needed to handle the table >> will have flyers for the Army game tickets- Halloween Parade- Holiday in New York - Face Painter has been contracted - will be set-up next to the Recreation table !! Shirts from previous runs will be handed out as well. The Commission approved two tickets to the Army Game for a free raffle for the event.
- F. Halloween Parade - The date for the parade is Saturday October 24th with a rain date of Sunday October 25th. The parade starts at 2:30pm with the musical performance by Melody and Presley at 3:00pm after which the winners of the scarecrow contest will be announced. For the Sunday Rain date schedule - the parade starts at 1:00pm -musical performance at 1:30pm. The Commission approved the purchase of Halloween bags for the event. The Director reminded the Commission that due to a vacation commitment, she will not be able to be at the event (unless the rain date is used). She will make all arrangements for refreshments and candy with Chairman J. Teehan.
- G. Holiday in New York - Arrangements have been made for the bus and special tour guide for Thursday December 10th The total cost of both is \$1537.00. The Commission approved by way of a fee resolution an amount of \$40.00 per participant for the event which includes tip for driver and tour guide.
- H. River Edge Run Saturday - April 23rd
 - 1. Report on online registration options - L. Cerullo reported that it appears that Raqceroster.com cannot produce evidence of being bonded. The Director will speak to Alan about the online registration needs of the Commission for this event.

I. Aerate and Seed Field Quotes review Quote proposals went out August 5th with a request to return- August 14th then extended to August 31st
Wogisch Landscape- proposal received - approved by Commission

Keehn Landscape - proposal received

TPC Landscape and Design requested extension - going on vacation - granted but not received

Koth Landscape - requested extension - going on vacation - granted but no quote received

J. AED - The AED presentation to the Mayor and Council was tabled on August 3rd, after the long closed session and wait by Commission members and CAC members. The Mayor stated that the Recreation Commission and Central Athletic Council Trustees would be invited back for the AED presentation once Bill # 3500 is signed and becomes official. As to the Bill status- the Governor has not signed the bill. The Director provided information from Life Saver which included CPR/AED course costs of \$45.00 per person with fifteen or more in class or \$60 for less than nine in class. Life Saver also sells the AED units and accessories and a maintenance contract.

K.Krautheim will review this information and provide a recommendation to the Commission on the AED units for the capital budget discussion at the October meeting. The Commission discussed that purchase would be a capital request and maintenance could possibly come from the PPFM Trust Account.

NEW BUSINESS:

- A. Healthwalk Proceeds resolution to move funds - Commission approved the resolution for the movement of funds (see resolution)
- B. Bench location review for Chin Memorial Bench - The Commission approved a site on the pathway on the east side of the fields. A. Armental will reach out to the Chin family to let them know of the approved location and ask that they proceed with the plaque order from Crown Trophy.
- C. Park Office - Paint and repair quotes - Quote Proposals were requested for the paint and repair work from four vendors. C.C. Painting- M and S Painting - Chris Lau responded - Paint by Design did not respond. The Commission approved the quote from M and S Painting.
- D. Ice Hockey Clinic- Roller Hockey - Kevin Sabella- The Commission asked that the Director provide K. Sabella with the contact email for the CAC Trustees so as to allow these leagues to make a decision whether to promote the Hockey Clinics through their email systems.
- E. KiddieGym USA - ping pong program proposal - the Commission suggested that this company contact the schools or churches for a facility for their program as the Recreation Commission does not have a facility.

The meeting was adjourned at 9:30pm by motion from A. Armental seconded by C. Ilg .All present in favor. The next meeting of the Recreation Commission is October 28th h, 2015 at 6:30pm.