

**MINUTES OF THE RECREATION COMMISSION MEETING**  
**October 19, 2016**

The Wednesday, October 19, 2016 meeting of the Recreation Commission was held in the 2<sup>nd</sup> floor conference Room of the Public Safety Building. The meeting was called to order at 7:40pm by Co-Chairwoman Alicia Armental.

**Present:** Commissioners: , Alicia Armental, Chris Lau, Chris Ilg, Carlo Rebosio, Bob Smith, Ken Krauthaim, Lauren Cerullo Director Bobbi Conway

**Absent:** Bob Smith, Pete Smith - Jimmy Teehan late arrival (10:00pm)

**Approval of Minutes:** Minutes of the September 21<sup>st</sup> , 2106 meeting were approved - Motion by C. Rebosio second by C. Ilg. All members present voted in favor of approval.

Director's Report – The director reviewed the closure of Tenney Ave-Riverside Way - access to KBG field by NJ Transit for the repair of the train track crossing from 10/27 to 11/2, negating the use of the KBG field for those days. The director explained that a time slot of 6:00pm to 9:00pm at Roosevelt School on Thursdays during the months of January through March has been tentatively allocated for the purpose of a Women's exercise class and Women's basketball. The past several years, the time slot of 7:30-9:00pm was allocated to women's basketball. The director asked if the Commission members would have a contact for an instructor for a class of yoga or Zumba or other fitness class to start in January. C. Lau indicated that he may have a contact for an instructor.

**Open Public Session-Visitors:** Carl O'Brian - Maser Consulting - presented a lengthy overview of River Edge Park and Field sites with suggestions of improvements and renovations that could be part of a 5-10 year plan developed by Maser Consulting. (Mayor Mignone had requested that the Recreation Commission have a park and field planning review of all facilities for the purpose of future improvements. This presentation represented one of two engineering firms recommended by the Mayor and was to assist the Commission in determining which firm of these two firms would best represent the needs of the Commission and which to ultimately be hired by the Borough.) The Commission was very impressed that Carl O'Brian visited and photographed our parks and fields and presented a thorough analysis of our existing facilities along with suggestions for improvements that sparked great interest. J. Teehan, Commission Chairman will contact the Boswell Engineering representative (second firm recommended by the Mayor) to set up a meeting presentation for three of the Commissioners prior to our November meeting.

**CORRESPONDENCE:**

1. Recreation Commission members list with term dates for Commission review
2. Eagle Scout Project overview from Matthew Haggerty - RE: Tree Farm - Cherry Blossom Park -The Recreation Commission Members approved the Eagle Scout Project scope of work with a motion from C. Rebosio and a second from C. Lau
3. Resolution # 16-373 Approve Lighting Improvement Purchase for Kenneth B. George Field through Keystone Purchasing Network

4. Resolution #16-375 - Endorsement for Bergen County Open Space Trust Fund Municipal Program Park Improvement Application - Kenneth B. George Field Light Improvements
5. Quote Proposal - AAA Anzalone Fence Co. - furnish and install fencing for Cherry Blossom Park
6. Quote Proposal - Downes Tree Service - removal of tree stumps - Cherry Blossom Park
7. Agenda for the REBOE and Governing Body- Recreation Commission on 9-22-16
8. Social Media Ideas submitted by Commissioner Cerullo
9. Social Media Policy Survey
10. Wogisch Landscape Quote Proposal - Cherry Hill School Field - Excavation - renovation and re-size to 50' radius from 90' radius
11. Partac Peat Corp- quote proposal - clay and stabilizer for Cherry Hill and Roosevelt School field
12. Budgets Forms - 2017 Operating - Capital - Five Year Plan

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## **OLD BUSINESS:**

A. KBG Light Project - update - A. Armental and C. Rebosio reported on the October 3<sup>rd</sup> Mayor and Council discussion and final approval of the KBG Light Project Quote Proposal from Musco Lighting. Resolution # 16-373 Approve Lighting Improvement Purchase for Kenneth B. George Field through Keystone Purchasing Network is part of the monthly correspondence. The Planning Board meeting for the courtesy review of the project has been set for October 27<sup>th</sup> at 7:30pm. Bob Zoeller will be making the presentation for this review.

B. Bergen County Open Space Trust Fund application >> A. Armental reported that the Mayor and Council decided to submit the application for the KBG Light Project.- see Resolution #16-375 - Endorsement for Bergen County Open Space Trust Fund Municipal Program Park Improvement Application - Kenneth B. George Field Light Improvements - A Armental presented an alternative project - repair and renovation of the Memorial Park Basketball Courts and Brookside Park Basketball Court, if funding is not needed for the KBG Light Project. A. Armental stated that the Mayor and Council were in favor and supported this alternate project. As an update, the Director reported that the Bergen County Open Space Grant application was submitted on the due date of October 13<sup>th</sup> for the KBG Light Project in the amount of \$30,000 (which is a matching grant).

C. Cherry Blossom Park - Phase 2- The director presented quotes for the new black vinyl covered fencing from AAA Anzalone Fencing and the stump removal quote from Downes Tree Service. Although the Sprinkler System quote was not available it is thought to be no more than \$7,200 per verbal estimate. A written quote will be received by the next meeting. The Commission will consider these items for the 2017 River Edge Open Space Budget.

D. Meeting the River Edge BOE- The director referenced the Mayor's agenda for the September 22<sup>nd</sup> meeting as a review of the business covered. J. Teehan and the director represented the Recreation Commission - in attendance from the Borough was Mayor Mignone, Council Members Alphonse Bartelloni and Ellen Busteded, from the School District - Dr. Ben Dov, Pat Salvati, John Lyons and Paris Meyers,. The meeting was a general discussion of the responsibility of the maintenance of the fields, the previous inter local agreement pertaining to field use and maintenance, future improvements to the field facilities and payment of those improvements and responsibility for future maintenance. A second meeting on October 16<sup>th</sup> was set to review any findings or determinations since the first meeting. As the Cherry Hill Field renovation and resize was a topic of concern, quotes from Wogisch Landscape were secured by the Recreation Commission for that scope of work and were handed out to the REBOE. The subject of partial payment for this renovation was brought to the REBOE attention, as the existing field problems stem from

the REBOE contractor who built the oversized field on top of grass. The REBOE will take the quotes back to the Board to discuss. The Commission members received those quotes as well. A concern for the dragging of the fields next year was voiced by the director as the window of time for the dragging was very limited and complaints from the neighbor from the dust needs to be addressed. Details of the batting cage and storage shed requested by A. Bartelloni were to be provided to Dr. Ben Dov for the November 2<sup>nd</sup> BOE meeting. No future meetings were discussed or set.

E. Social Media - Commissioner Curello reported on her suggestions for the Recreation Commission Social Media which were approved by the Commission members- L. Curello will submit the completed Social Media survey to the Borough Clerk.

F. Central Athletic Council - AED update report- A. Armental reported that the Commission received a draft protocol from K. Krautheim however the Commission felt it was too general and needed to be more specific to league use and training. A. Armental stated that funds of \$4500 were allocated by the Mayor and Council to the purchase of AED's or to the AED program and that these funds needed to be spent by the end of the year therefore she asked the director to contact the Police for information regarding the AED's purchased and used by the REPD, specifically the source, cost and maintenance fees. If the Borough has the same AED for Police, Ambulance Fire Departments the parts could be interchangeable and ease of use and training may be beneficial. K. Krautheim stated that three years ago, a sales rep named Mark Peters presented AED product information and pricing and could also be a source.

#### G. Events:

1. Halloween Parade - October 29<sup>th</sup> - 2:30 parade- 3:00 entertainment-the director asked for Commissioner assistance for the event with a 1:30pm set-up
2. Holiday Ceremony is set for Saturday, December 3<sup>rd</sup> . The Commission determined to contract Dolly the Clown for her Elf Character and entertainment in the Fire House - and determined not to request the RD Band this year.

#### H. Bus Trips

1. Army - Lafayette Football Game -October 15<sup>th</sup> review >>the director reported that only 5 tickets were sold for this event - leaving a \$975 deficit in the Program Trips Line with 25 tickets at \$39.00 each not sold. This event had been advertised for the past six weeks in the Town News and 1500 fliers went out to the schools.
2. Sands Casino - Bethlehem Pa. -This bus trip is scheduled for Sunday October 23. Fliers have gone out to the Bus Trip list and event is listed in the Town News with 54 participants signed up - the bus is full!!
3. Christmas Spectacular - Radio City Hall NY - December 8<sup>th</sup> - Bus Trip list - SCORE and St. Peters Support Group received fliers - 16 tickets have sold to date.

I. Budgets - 2017 Operating - Capital- Open Space - the Commission agreed to maintain the same 2016 Operating Budget request for the 2017 Operating Budget submittal. The members will discuss the capital and Open Space Budgets at the next meeting.

**NEW BUSINESS:**

1. Eagle Scout Project overview from Matthew Haggerty - RE: Tree Farm - Cherry Blossom Park -The Recreation Commission Members approved the Eagle Scout Project scope of work with a motion from C. Rebosio and a second from C. Lau

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**The meeting was adjourned at 10:35 pm by motion from A. Armental and seconded by C. Lau. All present in favor. The next meeting of the Recreation Commission is November 16th, 2016 at 7:30pm.**