

MINUTES OF THE RECREATION COMMISSION MEETING
January 20, 2016

The Wednesday, January 20, 2016 meeting of the Recreation Commission was held in the 2nd floor conference Room of the Public Safety Building. Chairman Jimmy Teehan called the meeting to order at 7:40 pm.

Present: Commissioners: : Alicia Armental, Chris Lau, Bob Smith, Lauren Cerullo, Chris Ilg, Carlo Rebosio (late arrival) Chairman Jimmy Teehan, Council Liaison, Ellen Busted Director Bobbi Conway

Absent: Pete Smith, Ken Krautheim

Welcome of re-appointed Recreation Commissioners and Council Liaison -Chairman Teehan congratulated Chris Lau and Alicia Armental on their re-appointments to the Recreation Commission. Chairman Teehan welcomed Councilwoman Ellen Busted as the Liaison to the Recreation Commission.

Approval of Minutes: Minutes of the November 18, 2105 meeting were approved. Motion by C. Ilg-second by L. Cerullo. All members present voted in favor of approval.

Re-Organization: Elections/Appointments:

Nomination of Commission Chairman: Nominated Jim Teehan by C. Rebosio (via email)- motion to approve -C. Ilg second by C. Rebosio All present in favor

Nomination of Commission Vice Chair: Nominated Alicia Armental by J. Teehan - motion to approve J. Teehan, seconded by C. Lau All present in favor

Re- Appointment of Director -Bobbi Conway - motion to approve - A. Armental; seconded C. Ilg All present in favor

Director's Report - The Director stated, for the record, that the Recreation Commission meetings are recorded and available to the public. The Director then handed out the 2015 Annual Director's Report for review by the members and final approval at the next Recreation Commission meeting so as to submit to the Mayor and Council. The Director stated that all reviews and updates, discussion and/or decisions will be covered under the agenda subjects.

Open Public Session-Visitors: None

CORRESPONDENCE:

1. Schedule of 2016 Borough of River Edge Meeting Dates
2. Memo from Alan Negreann re: Open Space Public Hearing - February 1, 2016 8:00pm
3. Final Recreation Commission Open Space 2016 budget request for review
4. USA Sport Group /USSports Institute 2016 Camp and Program - River Edge listing agreement
5. Email from Mark Gioffre - request for use of KBG Field - AGC Soccer
6. Email from - G. Lippman - request for use of KBG field - Men's Sunday Softball
7. Asphalt Avengers /floorball hockey information for review - Chris Riley - potential hockey court use
8. 2016 River Edge Recreation Events- Programs draft for review

9. River Edge Run - sponsor update list - download run form -riveredgerun.com

OLD BUSINESS:

- A. Cherry Blossom Park Project- update of Phase 1- Project completed on October 16th - tentative plans for April opening ceremonies- TBD- benches have arrived for installation in Spring- Councilwoman Busted asked, that the chain across the entranceway be removed, unless there was some reason for leaving it up.
- B. Cherry Blossom Park Phase 2 update - for Bergen County Open Space 2015 application - The Bergen County Grant application request is for an amount of \$70,000 The Borough is required to match that amount. Based on the application commitment, the match of \$26,000 would come from River Edge Open Space and \$44,000 from Capital. -Bergen County notified the borough that funds are limited. The County sent an email requesting a response as to whether the Borough would remove the project from consideration or reduce the project or commit to going forth with the project whether funding was received or not . E. Busted will check with A. Negreann as to the status of that response to Bergen County.
- C. KBG Light Project - update - The Mayor and Council approved Tom Miller's ppd, llc engineering proposal on December 8th - Contract was sent to T. Miller for signature and return. Project update: Permits _Douglas J. Chabrak, PWS, Sr. Project Manager Amy S. Greene Environmental Consultants, Inc. visited the site on 1/8/16 to start permit requirements - Topographic Survey - was completed week of 1-11-16 - Tom Miller visited site to confirm poles locations - 1-19-16 - Pole locations have not been finalized Geographic borings will take place weather permitting - within the next three weeks

Finances the following is a breakdown of the available Finances

2013 Open Space --\$36,363, 2014 Open Space -\$36.363, 2015 Open Space - \$27,720, Capital Res #180-\$100,000 Bergen County Open Space- \$54,320

To date Construction Funding totals \$254,766. In addition, engineering, permit, geotechnical funds of \$63,000 have been encumbered from capital-engineering and held in reserve for ppd, inc.

Due to the location near the river and potential soil issues, the need for special footings will not be known until after the geotechnical study is completed. These footings, if needed will increase the cost of the project and the budget request for 2016. The Commission will use the proposed estimate of \$305,000 plus an additional \$40,000 (special footings cost estimate) as the estimated amount to complete the project. The results of the geotechnical research to determine the depth and requirement of special footings for each pole location will determine the final budget request. During the 2016 budget process, the Commission requested an amount of \$100,000 to complete the funding for the project.

D. River Edge Run

1. Report - online registration update - reports are received each time registration occurs - summary report as well- added Melanoma Foundation -set up as direct pay to foundation when registering for run event - also added to site >> Team REGAL=REGAL CONTENDERS- TEAM FARRELL - all set-up for registration

The letters of sponsorship request were mailed out January 4th. Major Sponsors special letters and website applications as well

2. Rebosio visited several businesses - European Wax/Massage Envy - Francesca's - Sports Clips, Animal Care of Oradell, Fur the Luv of Pets - Cool Beans - Oradell Prime Meats - left sponsor letters and spoke to several in person. To date - Major Sponsors received - River Edge Diner - Feiler Dental(no payment) Gold Sponsors- River Terrace Gardens Associates, Keehn Landscape Contractors Silver Sponsors- Stepping Stone Nursery School, Ideal Service Center, Inc, Thomas J. Barrett,Esq., Ontash and Ermac, Inc, Marj Properties, Lc, Let It Grow Inc., Wilsons Auto Body

3. Fun Run Registration - promote by flyer to schools - deadline for registration April 8th for paper registration - April 19th for on-line It was determined that even though the 30 minutes of registration - check -in is hectic- the day of race registration for the Fun Run will continue to be offered as in the past. The organization of the day of race registration - check-in will be changed so as to allow for ease of both - by separate locations - signage and extra assistance on direction.

4. T-shirt pickup- will be Friday night April 22nd 6:30 - 8:00pm at Cherry Hill School

5. 5k - T-shirt 2016 >> The Commission determined that the Brand of t-shirt would be the Sport Tek with the color choice - Tropic Blue -- Event Staff - True Red

6. The Director stated that the Banner location requests had been approved for 130 Kinderkamack Rd- Middle School at Midland - Roosevelt and Cherry Hill School fencing and introduced the idea of Butterfly banners for 140 K.

7. Tom McCarthy of North Jersey Masters suggest door hangers - notifying neighbors on the race course of the event and safety suggestions and music on the race course and to get the word out to cheer on the runners. Commission felt they didn't have the resources to place the door hangers on the doors.

8. River Dell Sport Management Students update-met with Dennis Sasso - gave overview of schedule of process of organizing the run and discussed areas that the students can be involved- sent him the ad for the Race Forum to be updated - interested in promotion within school - hands on for the day of race and possibly pre-t-shirt pick-up

- E. Fee ordinance 2016 for the Run Events - Casino Trips - Softball(Men's)-Camp - Tennis approved
- F. Hand Ball Court -Concrete perimeter project update - project was completed in November-2015 with 2015 River Edge Open Space Funds
- G. CAC Annual Meeting - January 14th agenda - report- J. Teehan reported that only one trustee showed up for the Annual CAC meeting after several "save the date and reminders" including importance of the meeting in those notices. J. Teehan and B. Conway, Rec Director (non-voting trustees) along with K. Krautheim, CAC President were the only ones that showed up. Chairman Teehan voiced his disappointment with the lack of response to emails sent not only to the CAC Trustees but also the Commission. J. Teehan discussed that communication is a courtesy to those who plan the meetings and those that do attend the meetings. As a quorum was not reached - the CAC Annual meeting is to be re-scheduled by the CAC president - K. Krautheim.
- H. Holiday Lights Trip - New York City review - those attending the bus trip enjoyed the professional guide and the New York City sites - For future planning >>There were 29 participants at \$40 per person - which did not cover the cost of the bus and guide with gratuities (\$1500).
- I. Operating Budget Capital Budget Open Space Budget - the Director reviewed the budgets that had been approved by the Commission previously. The Open Space Public Hearing Meeting is Monday February 1st 8:00pm. Commissioners were requested to attend.

NEW BUSINESS:

- A. Camp Programs 2016 -
 1. The Commission members reviewed and approved the USPSORTS River Edge Camp and Program Agreement for 2016 Spring and Summer
 2. The Commission reviewed the email request from Mark Gioffre for the use of KBG Field - week in July (11-15th) for his AGC Soccer Camp- The members approved this field use with compliance of the \$10 per registered participant user fee policy.
 3. The Director announced that Recreation Summer Camp will begin on June 27th and run through July 29th. The Director reviewed with the members, for consideration, possible early drop off of campers at 8:30am. with a separate registration and separate supervision and fee for early drop-off. -The Director also reported that Grace Lutheran has an early drop off service of campers starting at 7:00am. Their staff walks the children to Recreation camp each day. The Grace Lutheran program also picks up campers after camp and takes them back to Grace Lutheran. This program has worked well for the past 4 years. The Commission decided that the Camp Registration Flyer should refer parents to Grace Lutheran

for this before and after camp service. The Commission will not provide such on-site service.

4. The Director reviewed a no tolerance statement draft that is to be included on the Camp Registration Form - requiring signature of the parent.- If your child uses foul language, strikes another child or is involved in a group altercation, they will be suspended from the program. If suspended they will not be allowed to attend Summer Recreation Camp for a pre-determined number of days (determined by Camp Director) regardless of the schedule. The removal from the camp program is at discretion of the Camp Director. Due to incidences during camp, this no tolerance statement is necessary > The final statement will be reviewed once again - prior to publishing n the registration form.

- B. Chairman Teehan proposed a Recreation Commission mailer informing the residents of our programs - events and sports along with descriptions and dates of registration- contact info. He handed out samples of the Paramus Recreation Program pamphlets for reference. The members agreed with his proposal. The Director asked L. Cerullo to help with the format and set-up of the one piece brochure or pamphlet, which they will work on for presentation at the next meeting.

- C. Recreation programs-events of 2016 - schedule dates - Specific dates listed were approved - In addition, Casino Trip to Bethlehem Sands will be set for Sunday March 6th - J. Teehan will work on a Mets Game Trip in June. Commission agreed to sponsor the Radio City Christmas Spectacular tickets and bus in December --

- D. Field Scheduling Meeting -suggested date not good > Commissioner Ilg will check his schedule - to be determined

- E. 1. Councilwoman Busted stated that a Swim Club Board member asked her to broach the subject of the camp participants going to the pool as part of the program trips. The Commission members were open to the idea but will need details from the Swim Club Board in order to pursue this subject.
2. The Stigma Free - Health Department initiative is looking for opportunities to promote their cause. E. Busted asked that the Commission keep this program in mind for any events such as the run so as to allow promoting of this new program.

The meeting was adjourned at 10:07pm by motion from P. Smith seconded by L. Cerullo. All present in favor. The next meeting of the Recreation Commission is December 16th, 2015 at 7:30pm if needed - TBD.