

# MINUTES OF THE RECREATION COMMISSION MEETING

JANUARY 16, 2013

The Wednesday, January 13, 2013 meeting of the Recreation Commission was held in the 2nd Floor Conference Room - at 7:30pm. Chairwoman Cindy Sherlock called the meeting to order.

**Present:** Commissioners: Penny Smith, Val Duran, Jimmy Teehan, Chris Ilg, Chairwoman Cindy Sherlock, Director Bobbi Conway Councilman, Alphonse Bartelloni

**Absent:** Pete Smith, Bob Smith, Chris Lau, Alicia Armental

**Approval of Minutes:** The motion to approve the minutes of the December 20, 2013 meeting was presented by P. Smith , seconded by J. Teehan. All present voted in favor.

**Open Public Session-Visitors** – none

## **Re-Organization Elections/Appointments:**

Nomination of Commission Chairman: Nominated Cindy Sherlock – motion to approve –P. Smith second by J. Teehan All present in favor

Nomination of Commission Vice Chair: Nominated Val Duran – motion to approve P. Smith, seconded by J. Teehan All present in favor

Re- Appointment of Director -Bobbi Conway - motion to approve – V. Duran; seconded P. Smith All present in favor

**Director's Report** – The Director reviewed the content of the monthly report. C. Ilg reported on the CAC re-organizational meeting held on January 9<sup>th</sup>.

## **Correspondence:**

1. Memo from the Recreation Commission to DPW requesting response to performance of maintenance items for the purpose of budgeting
2. Memo from DPW responding to the above requests.
3. 2013 Fee Resolution for particular programs
4. Meeting Dates – Borough Council, Boards Commissions Committees
5. M and N Screen Printing t-shirt quote for 5k run
6. East Coast Design – t-shirt quote for 5k run
7. Kings Clothing – no response to quote proposal

## **8. OLD BUSINESS:**

A. 2013 Budget – Capital – Open Space – The Commission reviewed the draft budget for Open Space and approved a final budget to be presented on January 22<sup>nd</sup> at 8:00pm public meeting. The Capital budget will be presented on Saturday, January 19<sup>th</sup> at 8:30am

B. Tennis Courts Trees –update – C. Sherlock stated that Shade Tree – Liz Stuart is to have tree removal – stump removal- and re-planting quotes ready for the Open Space meeting on January 22<sup>nd</sup>.

- C. No Smoking in River Edge Parks -Ordinance – The Director will put together a draft letter requesting a no smoking ordinance be considered by the Mayor and Council for the Commission to review for submittal.
- D. 2013 River Edge Run – discussed during the Director’s report – the Commission approved the M and N Screen Print shirt and quote for the 5k Run – color “bright green” – Commission increased the number of shirts to include 25 small – 50 more medium and 25 more large for a total of 800 shirts.
- E. CAC 2013 Organization Meeting – covered in Director’s Report – C. Ilg reported as well- CAC agenda was distributed to the Commission for review. An emergency evacuation plan for each of the outdoor facilities used by recreation leagues was a CAC discussion and members determined that a request should be made for the assistance of the Office of Emergency Management Coordinator – Tom Smith to develop these plans.

## 9. NEW BUSINESS:

- A. Bus Trips 2013- The Recreation Commission will shortly be sending out letters to those who are 65 and older to announce the offering of weekday bus trips and request feedback as to suggested recreation and social activities. These letters will go out bulk mail – there are 922 names and addresses.
- B. Camp 2013 The Camp program will begin on July 1<sup>st</sup> with the last day August 2<sup>nd</sup>. US Sports Camps will begin on April 8<sup>th</sup> during Spring Break week. Sport Squirts will be begin April 17<sup>th</sup> - Camp Fees will be discussed at the next meeting
- C. Memorial Bench Program – P. Smith presented the concern that the park benches that were being purchased to replace those that have been memorialized, were costing more than the fee that was being charged. The \$1000 was no longer covering the cost of replacement. After reviewing the actual cost to replace one bench, the majority of the Commission voted to increase the fee to purchase a memorial bench to \$1500.  
Motion – P. Smith – Second – J. Teehan C. Sherlock – yes – V. Duran – yes P. Smith – yes C. Ilg – no j. Teehan – yes
- D. Park – picnic reservations – user of entity owned facility- liability insurance coverage- The Director stated that the Commission policy for the use of the Memorial Park facilities by any organization requires a certificate of liability be submitted with the Borough of River Edge as the certificate holder along with the park reservation and fee payment.  
Discussion will be held at the next meeting as to whether all park reservations require the same certificate of liability or only those who bring vendors or equipment into the park.
- E. Spring Field Scheduling Meeting - P. Smith requested a date of February 13<sup>th</sup> at 7:30pm – for all of the leagues that use fields in the Spring and Summer. Presidents of those leagues will be contacted.

The meeting was adjourned at 9:50pm pm by motion from P. Smith seconded by J. Teehan. All in favor. The next meeting of the Recreation Commission is February 20<sup>th</sup> , 2013 at 7:30pm.