

**MINUTES OF THE RECREATION COMMISSION MEETING**  
**September 21, 2016**

The Wednesday, September 21, 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 Chairman Jim Teehan.

**Present:** Commissioners: Jimmy Teehan, Alicia Armental, Chris Lau, Chris Ilg, Carlo Rebosio, Lauren Cerullo Director Bobbi Conway

**Absent:**, Bob Smith, Ken Krautheim, Pete Smith

**Approval of Minutes:** Minutes of the August 17<sup>th</sup>, 2106 meeting were approved. Motion by A. Armental second by C. Ilg. All members present voted in favor of approval.

**Director's Report -**

The director stated that Mr. And Mrs. Gorman had recently memorialized a bench for their son recently and asked that the bench be placed along the Little League pathway.

Since the bench takes 12 weeks to receive, the Commission determined to commit the existing bench and site for the Gorman's son and install the new bench near-by for the Chin Family. Generally, all other subjects were covered under the agenda topics for discussion.

**Open Public Session-Visitors:** none

**CORRESPONDENCE:**

1. Letter from the Recreation Commission to the CAC trustees that use the Field Facilities and are subject to the Field Use Fees 2016.
2. Musco Lighting Keystone Purchasing Network Quote Proposal dated September 6, 2016 and emails related to the quote proposal
3. KBG Field Light Project - Available Funding Analysis - Sources
4. Letter to Tom Miller From Maser Consulting - re: Peer Review of Engineering Report - KBG Light Project
5. Cherry Blossom Park Conceptual Costs 2015 for reference of next phase work
6. Quote proposals for Tennis Court crack repair - a) Hinding Tennis b) The Athletic Field Division Tri-County Property Maintenance
7. AED Program Protocol Draft
8. Social Media Policy
9. Budgets Forms - 2017 Operating - Capital - Five Year Plan

**OLD BUSINESS:**

- A. KBG Light Project - update - the director reported that a revised quote proposal and complete KPN quote is expected from Musco Lighting for the October 3<sup>rd</sup> Mayor and Council meeting. Verbally and through emails from Bob Zoeller, the concerns and questions by the Mayor and Councilman Aquafredda during the September 6<sup>th</sup> meeting, have been answered or revised. 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 present for this review.

- B. Bergen County Open Space application >> The Commission reviewed the Letter of Intent for the 2016 Funding Round-which was approved by the Mayor and Council on August 8<sup>th</sup> for the Letter of Intent to the Bergen County Open Space 2016 application for the completion of the KBG Light Project .The letter was submitted for the amount of \$50,000. The Grant application is due on October 13<sup>th</sup>. If additional funding is not needed for the KBG Light Project, the Commission discussed being ready for the request of grant funds for another project. Michelle Cariddi, Beautification Chair, was present to review the Cherry Blossom Park priority of project needs. The Sprinkler System was the highest priority for the landscape that is existing and for future plantings. The replacement of the fence between the park and school is a priority of the Commission. Both projects are listed on the 2015 Conceptual plan estimate, the sprinkler system - \$25,000 the fence replacement - \$18,000. The removal of the stumps would be an additional cost. Updated quote estimates will be needed for the grant - an engineer's estimate as well. The total cost would be a consideration for the Bergen County Open Space Grant depending on the outcome of the KBG Light Project final quote.
- C. KBG Existing light status - at this point - it appears that the replacement of existing KBG lights-out is not a viable option.
- D. Cherry Blossom Park - Phase 2- See the discussion of the potential grant application under Bergen County Open Space
- E. Tennis Courts - crack repair- the director reviewed the Hinding Tennis quote and the Tri-County Property Maintenance quote for the repair of the cracks. The funding is available for this project through the Tennis Court line in the Recreation Dedicated Account. This is a small project and it is difficult to get quotes from reputable companies. With the two received quotes on the table - the Commission approved the Hinding Quote Proposal. This work will be completed as soon as possible and before the start of cold weather.
- F. Meeting the River Edge BOE- Chairman J. Teehan reported that he and the Director will be attending a meeting that has been scheduled for September 22<sup>nd</sup> to discuss the maintenance of Roosevelt-Cherry Hill Schools Fields. J. Teehan will report on the outcome of the meeting at our next Commission meeting.
- G. Central Athletic Council - AED update report- K. Krautheim sent a draft protocol for the AED Program. As he was not in attendance, he also sent an email showing a picture of an AED that was installed at DPAC in Oradell suggesting that Councilwoman Busted contact the Oradell Council for details on the Oradell AED Program. The director stated that she would contact the Recreation Director in Oradell for any information on the AED unit. The Commission feels that the complete instructions on how to use an AED should not be included in the protocol and although this draft protocol is a start, a more concise River Edge usage policy is needed. This subject will be discussed at the next meeting.
- H. Events:
  - 1. River Edge Day 2016 Sunday October 16<sup>th</sup> 1-4pm (rain date 10-23)-The Commission will sponsor a *face painter* hand out fliers and recreation brochure raffle of 2 tickets and the picture board. Commissioners needed to monitor the table - Will look into hiring a balloon artist-clown per reference from L. Cerullo.

2. Halloween Parade - October 29<sup>th</sup> - 2:30 parade- 3:00 entertainment-the director asked permission to offer a Pet Parade along with the Halloween Parade- The Commission *reluctantly* approve!! The Pets will lead off the parade and line up separately from the children!!

3. Holiday Ceremony is set for Saturday, December 3<sup>rd</sup> .

#### I. Bus Trips

1. Army - Lafayette Football Game - the director reported that no tickets (30) have sold to date for this event on October 15<sup>th</sup> - the Commission was asked to promote the event to their emails lists. This event has been advertised for the past month in the Town News and fliers will go out to the schools this week.

2. Sands Casino - Bethlehem Pa. -This bus trip has been schedule for Sunday October 23. Fliers have gone out to the Bus Trip list and event is listed in the Town News.

3. Christmas Spectacular - Radio City Hall NY - December 8<sup>th</sup> - Bus Trip list - SCORE and St. Peters Support Group received fliers - tickets are starting to sell.

#### **NEW BUSINESS:**

A. Rudolph the Red Nosed Reindeer the Musical -MSG New York - The Commission decided not to pursue this event

B. Budgets - 2017 Operating-Capital - Open Space The Commission was asked to review the budget paperwork and start thinking of the projects for the 5-year plan, for next month's discussion. The Five Year Plan and Capital Budget are due on November 18<sup>th</sup>.

C. C. Ilg reported that the KBG Concession Building needs siding work and should be included in the 2017 Budget process.

D. J Teehan passed on to the Commission, a report from our Recreation Liaison Ellen Busted, that the Mayor and Council have earmarked engineering funds for a Park Planner. The director suggested that the Mayor and Council clarify to the Commission, the ultimate goal, the scope of work they desire and who is responsible for hiring the professional to do this work.

E. J. Teehan and A. Armental explained they had created Commission member Committees to take responsibility for particular areas of authority over park - fields - facilities - programs - events. A list of Commission member delegates for these committees was reviewed and will be discussed at next month's meeting.

**The meeting was adjourned at 9:15 pm by motion from C. Lau and seconded by A. Armental. All present in favor. The next meeting of the Recreation Commission is October 19th, 2016 at 7:30pm.**