

**Harrington Park Recreation Committee  
Minutes  
Wednesday, August 15, 2018**

**1. CALL MEETING TO ORDER**

**Chairman’s Announcement**      **called to order at 8:08PM.**

In compliance with Chapter 231, Public Law 1975, adequate notice of the scheduled meeting was made. It is posted on the bulletin board in the Municipal Center. Copies have been mailed to the BERGEN RECORD, SUBURBANITE, and THE NORTHERN VALLEY PRESS. A copy has been filed with the Borough Clerk, and copies have been mailed to individuals requesting the same.

**2. ROLL CALL**

<b>COMMISSION Members</b>	<b>PRESENT</b>	<b>ABSENT</b>
Charles DeGruccio (Chairman)	X	
Paul Baly (Vice Chairman)		X
Nicole Benasillo		X
Lynne Cappelmann	X	
Thomas Donnelly		X
Thomas Gleason	X	
Patrick (Kelly) Kramer	X	

ALSO PRESENT:

Carolyn Lee, Secretary

**3. ITEMS FROM THE PUBLIC**

No items from public.

**4. ADMINISTRATIVE ITEMS**

Charles noted that Nicole is stepping aside. If anyone has a recommendation for the Recreation Commission, please contact Mayor Hoelscher.

**Approval July 18, 2018 minutes**

Motion: Lynne      Second: Charles

All in favor. None opposed.

**5. UPDATES**

**a. Finance and Budget (Tom/Charles)**

**i. Sports Fees for Field Maintenance**

Have any of the sports paid the fee at this time? Carolyn has not has a chance to will review the mail for checks. Charles will ask for finance reports from KJ.

**b. Field Requests (Charles)**

**i) New**

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**(1) Bubbles and Bagels- Jr. Woman's, George Street, Sunday August 19 (forms and COI provided)**

Charles approved this field request. Carolyn will forward the field request and COI. Note that Charles can approve the field requests if the request is an annual request or from organizations that are within HP that work well with Recreation such as the Jr. Woman's Club. Approved requests will still be listed in the agenda.

**(2) TGA - 9/14, 9/21, 9/28, 10/5, 10/12, 10/119 (?) – no forms and COI**

Recreation will assume that the last date is 10/19. TGA must complete a field request and provide a COI for the use of the tennis courts. Carolyn will email Paul if any forms or COI have been provided by TGA. The courts cannot be used without the forms or COI.

**c. School Coordination (Lynne)**

- i. **NVSC** – Lynne said that they were all set.
- ii. **Ragamuffin Parade**– Lynne will complete the field request for the school as a rain location.

**d. Sports Coordination (Paul)**

Charles noted that there will be a meeting after Labor Day.  
HP Soccer has a fall program. Lynne has seen emails and a flyer has been put in the HP Newsletter.

**e. Town Programs**

- i. **Town Day** (Sept.8, noon-4pm, Rain date Sept.9, 1-4pm) - Lynne, Kelly, Tom D  
Planning is progressing. There are not many vendors this year. The Farmers Market group plans to use the upper basketball court. Lynne mentioned that HP Basketball has requested the upper basketball court and use the area for a clinic to create interest. The farmer's market has also requested the same place. Recreation could save space for the basketball clinic in the lower basketball court. Recreation will try to accommodate everyone. Lynne will talk to Jon about what he needs. Jon has provided the forms for a table and has ordered water bottles. Tom suggested baseball use the batting cage for an activity or shooting basketballs in a hoop for a prize. It's a good promotion for sports. The problem is that there needs to be a volunteer helping with the games. Consider this for next year. Lacrosse also expressed an interest. They wanted the grass area for a clinic. Lynne will tell Lacrosse there is no issue using the fields. Carolyn noted that they would need to complete the hold harmless form for Town Day, but Charles indicated that there is already a hold harmless in the field request forms. The sports teams have insurance for the town.  
Recreation members should meet at 9AM at Highland Field to set up for town day. Mark will move the tables and chairs to the hut. At this time the library will lend the chairs. OLV has not replied about the tables. Carolyn will call to confirm. The committee should meet next week for a review and update.
- ii. **Ragamuffin Parade** (Oct. 27, 10am, Rain location APR) – Lynne, Kelly, Nicole

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- f. **Park & Playground Maintenance (Charles, Kelly, Tom)**
  - i. **Field Maintenance (Charles)**
    - 1) **Sprinkler systems**

There was an email that originated from Bob Muggeo that Pondsideside sprinklers were not on. It was confirmed that the sprinklers are on and the heads have been repaired. The sprinkler company was there for a couple of days. There are no groups using Pondsideside in the summer.
  - ii. **Maintenance schedule coordination with sports**

There is no interference with the sports.
  - iii. **Pondsideside (Charles)**

It seem like Pondsideside is not utilized. There are balls lost because there are no nets. It would be a large cost put up nets. Lacrosse uses it a couple of times in the fall, but has issues with the field sloping down.  
Carolyn noticed that there is poison ivy in the playground. Mark K. said that the plants were not poison ivy, but he will take care of it.
  - iv. **Highland (Lynne/Kelly)**

The bleacher had weeds growing through the seating area at the soccer camp preventing parents from sitting there on the first day of camp. There was a question on who is responsible for it. This was brought to Recreation's attention. A message was left with DPW to cut the weeds. The weeds were cut down that day or the next day.
  - v. **School**

The school asked why the softball field had weeds in the infield. Tom noted that the infields are Recreation's responsibility to scarify. Many softball fields in the area have weeds growing in it at this time. There was summer camp and the issue is there are piles of muds from the wasps or cicada killers on the fields.
- g. **Tennis (Paul, Kelly)**
  - i. **Tennis Signage**

Signage has not been updated.
  - ii. **Tennis Net pole is bent**

Mark K said that the tennis pole holding the net was bent, most likely from people sitting on the net. The pole was removed and Recreation will look into the cost of replacing it. Carolyn will ask Mark if the pole can be straightened.

## **6. PROJECTS**

- a. **Highland Field – pavilion**

Recreation is waiting for grant approval in December 2018.

## **7. OTHER ITEMS**

- a. **Field Maintenance Specs for Bid**

Charles and Kelly will review the specs. An advertisement for the bid should be made very soon for maintenance in 2019. Any company can make a bid for the contract.
- b. **Advertising signs**

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Tom Donnelly and Tom Gleason will look into the advertising with Gerald. Tom G. has the first version of the documents.

**8. NEXT MEETING**

Next regularly scheduled meeting is Wednesday, September 12, 2018 at 8:00PM

**Meeting adjourned at 8:46PM.**