

**Harrington Park Recreation Committee
Minutes
Wednesday, January 17, 2018**

1. CALL MEETING TO ORDER

Chairman’s Announcement

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

COMMISSION Member	PRESENT	ABSENT
(PB) Paul Baly	X	
(NB) Nicole Benasillo		X
(LC) Lynne Cappelmann	X	
(CD) Charles DeGruccio	X	
(MD) Megan Dippolito		X
(TG) Thomas Gleason	X	

Also present:

Joon Chung, Town Council Liaison
Carolyn Lee, Secretary

3. REORGANIZATION

Patrick (Kelly) Kramer is a new Recreation Commission member appointed by the Mayor. Recreation congratulated Joon on her re-election and is happy she continues to work with Recreation.

TG Motioned to Nominate Charles DeGruccio for Chairman

Second: LC Vote: All in favor, none opposed.

TG Motioned to Nominate Paul Baly for Vice Chairman

Second: LC Vote: All in favor, none opposed.

Remaining Re-organization will be discussed in February’s meeting.

4. ITEMS FROM THE PUBLIC

No public at the meeting.

5. ADMINISTRATIVE ITEMS

a. Approval of Minutes (December 12, 2017)

Vote: to approve the December 12, 2017 minutes

Motion: LC Second: PB

Vote: All in favor, none opposed.

6. UPDATES

a. Finance and Budget

i. Sports Fees for Field Maintenance

Recreation had some maintenance costs for items for breaking equipment. This will happen more often since the playgrounds are getting older. The largest source of money is the penny tax that we have not used. A lot of it was allocated for field maintenance. We have to determine if that is the appropriate allocation of our resources. We have not collected money from the sports. Recreation needs to determine if we are we paying for more than we need. The fields seem to be used less and also less by town sports. This is a large portion of our money spent. This discussion will be deferred to the next meeting.

b. Field Requests

i) Debrino Baseball

Forms and COI have been submitted to Recreation. Mike R. who is scheduling the fields will co-ordinate with this request. There are many groups who are interested in using the fields. Mike/Gary will let us know how many times the groups use the fields to determine the invoice amount.

ii) Speed Soccer

Jessica Torrie asked for a blank contract for the Speed Soccer Spring Camp. Carolyn provided the contract the same as 2017 with the dates removed. Carolyn asked Recreation if the cost and conditions would be the same. The members agreed that the cost and conditions would not change from 2017.

Recreation supports this request.

iii) Community Church – April 1, 2018, 6:30am (Sunrise Service- Pondsides)

Steve Sayer completed the application. Recreation is waiting for the COI.

Recreation supports this request.

iv) NVSC – Robert Jaeger

Robert Jaeger has provided the COI, but has not completed the application for the spring 2018. NVSC would be off the fields by 5:15PM. NVSC would use Upper Highland on Fridays and finish by 6PM. The sports co-ordination meeting will determine how the time will be divided for each of the fields requested.

c. School Coordination

d. Sports Coordination

i. Sport Co-ordination Meeting

Paul will select a date before President's Day for the sport commissioners to discuss sports co-ordination, field assignments as well as the fees that will be in place for 2018.

Baseball – Mike Rutigliano

Softball – Gary Capazzi

Lacrosse – Lance Symons

Soccer – Rob Jaeger (Spring Soccer), Joe Simeone (Fall Soccer)

Summer Basketball – Jon Mangano

The sports have not been invoiced for the field usage since 2016. The contribution amount will be discussed in this meeting.

e. Town Programs

The event chairs will be discussed in the February meeting when the more members are present.

i. Fishing Derby

Date selected is Sunday, June 17, noon-2pm.

Paul cannot attend the Fishing Derby.

ii. Town Day

Date selected is Saturday, September 8, noon-4pm (rain date Sept. 9, 1-4pm)

The Recreation Commission discussed if the date should be moved to Memorial Day, but agreed that the Jr. Woman's Club have been successful with a concert on that date. Recreation also considered moving the date when there is less competition for Town Day events in the area.

iii. Ragamuffin Parade

Date selected is Saturday, October 27, 10-11:30am (rain-location HP School APR).

Meet at Borough Hall at 10am. Parade will start at 10:15am.

f. Park & Playground Maintenance

i. Field Maintenance

We are assuming that FieldPro will continue with field maintenance this year as the extension of the contract. We will confirm with KJ. After the sports commissioner meeting Recreation can determine if we need to continue with this level of maintenance. Recreation should complete the bid specifications for field maintenance contract 2019-2020 and out for bid by June. We may have to go out for bid a couple of times if we do not get the bids we want. Recreation will reach out Brian Fitzgerald who worked on the past bid specifications. Lynne asked how other towns manage their fields. Old Tappan DPW has the manpower and equipment to manage the fields. In the past, HP considered having the DPW do the field maintenance, but it is more cost effective if we can get a competitive bid. Tom will be the contact person for Field Maintenance.

ii. Pondsides (Charles)

iii. Highland (Lynne)

iv. George street (Paul)

The field has been filled with water and it has been iced over. People come from all over to skate on the field.

1. Accessible Swing Seat replacement (Carolyn)

The purchase order form was signed and given to the Finance Dept. Carolyn will ask if a purchase order number was assigned so that the swing can be ordered.

v. School (Carolyn)

- vi. **Beechwood (Nicole)**
- vii. **Don Horsey (Tom)**
- viii. **Columbus (Megan)**
- g. **Tennis**
 - i. **TGA**
TGA has reached out to Paul about a multi-sport summer camp. Recreation would approve the tennis program. The Recreation Commission agreed that the cost of \$10/enrolled student will stay the same for TGA in 2018.
 - ii. **Tennis Badges**
To be discussed in the Tennis Association meeting.
 - iii. **Tennis Instructor Fee**
To be discussed in the Tennis Association meeting.
 - iv. **Tennis Signage**
 - v. **Tennis Association – January 2018**
Paul will reach out to the residents who have emailed indicating that they are interested in being part of the HP Tennis Association. Paul and Tom will discuss badges, instructor fee, ladder, court maintenance and other topics with them in the meeting. Paul suggested that we could build paddle tennis courts like Haworth.

7. PROJECTS

The Recreation Commission will start to consider new projects for the town because there has not been a project for a couple of years. The pavilion and patio in Highland Field are possible projects.

8. OTHER ITEMS

- a. **Town Walk Through – March 2018**
The walkthrough is to look at field conditions before the spring sports begin. The date will be set in the February meeting.
- b. **Recreation Commission Handbook**
Carolyn will update the handbook and send it out to the Recreation Commission.
- c. **Next Meeting – Re-schedule**
Since February 21st is during the HP Public School winter break, some members may not be able to attend. Carolyn will send out an email asking if members are available on Feb. 15 (Thursday), Feb. 21 (Wednesday) or Feb. 28th (Wednesday) to determine the date when most members can attend.
- d. **Badminton Club**
Carolyn asked if Recreation could start a badminton club in April. The APR would be available in April on Saturday. Carolyn would attend all weekend 2 hour sessions. If the badminton club is a Recreation program, then the town will cover the insurance. Lynne will verify what time would be best. Brian would need to be informed about the club. Carolyn reviewed email from Brian Eifert with the Recreation members.

The official list of what is covered by the Excess Accident Policy includes:

HP Flag Football

HP Ski Club
HP Men's Basketball
HP Basketball (summer kids' league at outdoor courts)
Harrington Park Running Club
Volunteers for sports activities

Harrington Park Baseball Association is covered under its own Excess Accident Policy and is also included as a quasi entity for liability coverage under the JIF policy. There is no premium reduction to remove Flag Football, Ski Club and Running Club as the premium is based on participants.

Tom will send the Flag Football form to Carolyn to use as a template.

Recreation members agreed to move forward with the badminton program.

9. NEXT MEETING

Next regularly scheduled meeting is Wednesday, February 21, 2018 at 8:00PM.

Meeting adjourned at 9:18PM.