

**Harrington Park Recreation Committee  
Minutes  
Wednesday, April 18, 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**

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

**3. ADMINISTER OATH OF OFFICE**

Tom Donnelly was sworn in and the document was signed.

**4. ROLL CALL**

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

**Also present:**

Joon Chung, Town Council Liaison  
Carolyn Lee, Secretary

**5. ITEMS FROM THE PUBLIC**

There was no public attending the meeting.

**6. PROJECT – ENGINEERING ESTIMATES**

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Greg Polyniak, Neglia Engineering was invited to the meeting to discuss the estimates provided for the three potential projects that the Recreation Commission.

1. Highland Field Lower Basketball Courts – Reconstruction
2. George Street Tennis Courts – Resurfacing
3. Highland Field Pavilion Picnic Area

A suggestion from the Recreation Commission is that we should modify the project to combine the pavilion and basketball court. The cost is something we need to be mindful about.

Some questions that were asked:

Question: Could the estimates be modified from the basketball court and a patio instead of a pavilion? Could we have a patio area to get the picnic tables out of the mud for now and eventually put a roofed structure in at another time?

Discussion: Yes, but Greg recommended that the covered area should be in at the same time as the patio. The patio will be exposed to the elements and the patio may not be in good a condition. Putting footings in at a later time may damage the patio. The pavilion structure is \$100,000, so that would reduce the project cost. Eliminating the decorative paint on the basketball court would reduce the cost by \$11,000. The cost for the basketball court and a patio area would be about \$100,000.

Question: What is the pavilion shape and material? Does the shape change the price?

Discussion: It is a standard park pavilion racing roof steel framed. It would be similar to pavilion behind Pascack Valley High School. The size of the pavilion changes the price. The estimate is for a 60ft x 30ft pavilion, which is large. It can be made smaller with a reduction in price. 20ft x 40ft would dramatically drop the price.

Question: How do you get an estimate without a design?

Discussion: Neglia contacted the manufacturer and gathered prices and historic experience. This is an overestimate and a 20% contingency because this project may take about 2 years to complete and the prices may change during this time. This is a new concrete pad with a pavilion above it. There is a DEP permit fee (about \$10,000) to build within 300ft of the water.

Question: What would be the lifespan of the concrete base?

Discussion: There will be a geotech boring to determine soils are and the foundation. At that time they will know the depth of the stone. It should last a long time.

Question: Can we refurbish the court? The basketball commissioner had an estimate of \$9,000.

Discussion: When you mill it, you will notice that the sub-base is not in good condition. Neglia's estimate includes excavation and stonebase. The estimate is a court reconstruction. If you mill it the crack may re-appear in 3-5 years. It is possible to mill it over. This court does not have lights. \$11,000 is the decorative paint similar to the other court. If you are putting tables and scratching the basketball court you may not want a decorative paint.

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You are not penalized for reducing the scope of the project and returning some of the grant. The grant is 50/50 and there are permit fees and engineering fees that are not part of the grant. You are required to file for a permit if you put in the impervious surface.

The lower court does not seem to be used enough to justify the \$60,000 to reconstruct it. The upper courts are used more. The area that is used is between the playground and the snack bar.

The basketball commissioner said that he would like 2 games playing at the same time.

Question: How high is the roof for the pavilion? Could the basketball court be a covered area? Could we convert one of the tennis courts to a basketball court to allow for 2 places in town to play basketball?

Discussion: The current estimate is that the roof would be too low to play basketball under. The cost would be much higher (about \$250,000). There would intermediate beams and may be fairly costly.

Question: Would boardwalk type flooring be less expensive than concrete flooring?

Discussion: It would be more labor intensive and more maintenance. The materials would cost about the same.

Open Space has about \$300,000 in the account. Recreation spends about \$25,000 on field maintenance. The new bid may be higher. The Borough would feel comfortable spending \$50,000-\$60,000 on a project. It is Recreation's decision on what should be spent. There is a grant that the county can provide. Permits and Engineering costs are not included in the grant.

The initial discussion for the pavilion was estimated at \$100,000, but the concern over the foundation because of the wetness of the area increased the cost to \$160,000.

Recreation needs to determine what project to commit to. You would have about 2 years to complete construction. You would file in June and by the end of the year you would know if you received the grant. This year there is a better chance to get more funding. Letter of Intent must be submitted next Tuesday. You have until June 18<sup>th</sup> to submit for the grant. There has to be a public hearing 15 days public notice (June 11<sup>th</sup> for the public meeting). This must be published by May 18<sup>th</sup> in the paper.

The letter of intent you can file for 2 projects and chose one by the end of the month.

Recreation decides on which project to bring to Mayor and Council. To submit there needs to be an endorsing resolution from the governing body. Recreation must make a case to Mayor and Council explaining a financial case as well.

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\$70,000 seems like a lot of money to spend on the basketball courts. We don't want to send it 2 separate grant applications, which leaves the county to decide on the project. If the court could be repaired, that may be enough since it's used for other things. We could put more focus on the pavilion.

The letter of intent should include a mill overlay with the white stripe. The size of the pavilion will not be mentioned. Neglia will prepare a package that will include notice, endorsing resolution, when the ads is published, the hearing could be earlier.

Greg offered to meet with Recreation at Highland to measure the coverage.

**TO DO: Joon will co-ordinate the time.**

**Carolyn will send a public notice to allow more members to attend the discussion.**

**Vote to resurface lower basketball court and build pavilion using open space funds.**

Motion: Paul

Second: Charles

In Favor: All said "Aye". None opposed.

## **7. ADMINISTRATIVE ITEMS**

### **a. Approval of Minutes (March 28, 2018)**

Vote to approve March 28, 2018 minutes

Motion: Lynne

Second: Paul

In Favor: Paul, Lynne, Charles, and Kelly

Abstain: Tom Donnelly

## **8. UPDATES**

### **a. Finance and Budget (Tom)**

#### **i. Sports Fees for Field Maintenance**

The cost should be less than the last time. Charles will put together an email. Baseball is down. Charles suggested the amount \$2,000 (down from about \$3,750). Soccer is non-existent. Indoor soccer had an issue paying for the school and had to request AYSO sent a check directly to the school. Lacrosse, NVSC and Basketball should be kept the same.

**TO DO: Carolyn will send the numbers to Charles.**

**TO DO: Charles will draft the letters and give to Carolyn to send out**

Recreation would like to know if Sports Booster wants to support the basketball or pavilion project.

**TO DO: Joon will reach out to Scott Weiner**

### **b. Field Requests (Charles)**

#### **i) New**

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**1. L.E.A.D. 5<sup>th</sup> Grade Graduation picnic – June 6<sup>th</sup> (raindate June 8<sup>th</sup>) Lower Highland (no forms)**

Office Leeman reached out to Carolyn for a Lower Highland field request. She does not need exclusive access to the playground. Charles did not see an issue.

Val reached out to Lynne for the backfield of the school for D.A.R.E. 4-6pm. Lynne asked Chris Apostle if the field would be used. There was confusion about which field is used for what purpose.

TO DO: Carolyn will ask Officer Leeman to clarify if the school's request is the same as her request.

**2. HP Teens for Tomorrow – May 20, Pondsides (need forms and COI)**

Charles said it should be fine, but will check with Mike R. The forms are still needed.

TO DO: Charles will check with Mike.

**3. Summer Basketball (Need forms)**

Jon Mangano asked if the school gym as the rain location instead of Park Ridge. Lynne is going to the Board of Education for the request.

TO DO: Lynne will send the forms to Carolyn.

**ii) Updates**

No updates.

**c. School Coordination (Lynne)**

**i. Spring Sports**

No update.

**ii. Badminton Club**

The APR is available for 4 dates in May but the times are not confirmed.

**d. Sports Coordination (Paul)**

**e. Indoor Soccer Team – issue (Charles)**

One of the HP travel teams was disqualified in the championship game because of a roster violation. A resident expressed that the coach was too competitive and had a win at all costs focus. Charles talked to Joe Simeone who mentioned that the coach has been disciplined. Hopefully, they will promote good sportsmanship. We do not want to send the wrong message to our students. We expect that this has been resolved.

**f. Town Programs**

**i. Fishing Derby (June 17, noon-2pm) – Paul, Kelly, Charles**

Paul will not be available on derby day, but will prepare everything that is necessary. Kelly and others will help run the fishing derby.

**ii. Town Day (Sept.8, noon-4pm, Rain date Sept.9, 1-4pm) - Lynne, Kelly, Tom D.**

Recreation had the first planning meeting. Things are progressing.

Vote to sell beer at Town Day.

Motion: Charles

Second: Paul

In favor: All said "Aye", none opposed.

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- iii. **Ragamuffin Parade** (Oct. 27, 10am, Rain location APR) – Lynne, Kelly, Nicole  
No updates.
- g. **Park & Playground Maintenance (Charles, Kelly, Tom)**
  - i. **Field Maintenance (Charles)**
  - ii. **Pondside (Charles)**
  - iii. **Highland (Lynne/Kelly)**
    - Merry-go-round**

There was an accident where a child was not playing on the equipment properly and was hurt. The child was fine. Both Tom D and Kelly were at the accident when it happened. The town attorney said that if these accidents frequently happen and we don't take any action it would be a liability on the Borough. This seems to happen each year. Mayor and Council wanted Recreation to make the decision for removal. There is yellow tape on the merry-go-round for Opening Day. The playground is for older kids and is difficult when younger and older kids play together on the same equipment. DPW will remove it. Joon asked Mayor and Council to consider replacing it with other equipment. It is more of a liability when you combine the playground for younger and older age groups. The insurance company recommendation is to have signs up at the park.

Vote to remove the merry-go-round.

Motion: Charles

Second: Paul

In Favor: Charles, Paul, Kelly, Tom D.

Abstain: Lynne
    - iv. **George street (Paul)**
    - v. **School (Carolyn)**
    - vi. **Beechwood (Nicole)**
    - vii. **Don Horsey (Tom)**
    - viii. **Columbus (Carolyn)**

A lot of people walk their dogs there and do not curb their dogs.

TO DO: Carolyn should include something in the newsletter about curbing their dogs. Also add information to clean up after using our fields.
- h. **Tennis (Paul, Kelly)**
  - i. **TGA**
  - ii. **Tennis Badges (Kelly)**

Badges should arrive tomorrow.
  - iii. **Courts**

Are the courts still playable? The courts were resurfaced not to long ago. Both sides are cracked and one side is shifted down. The cost to reconstruct is very expensive. Recreation should ask Neglia how was the tennis courts reconstructed and why has it cracked quickly.
  - iv. **Tennis Instructor Fee**

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It is difficult to enforce the \$500 fee because it is high. Our last discussion was that as long as the players have a badge, which should be acceptable this year.

- v. **Tennis Signage**
- vi. **Tennis Association –2018**

Paul scheduled the meeting for Saturday, April 21 at 10am.

## **9. OTHER ITEMS**

- a. **Pascack Valley Medical Center – Donations**

\$550 donation was mailed to Borough Hall.

- b. **Recreation Commission Handbook – update with Field Maintenance**

**TO DO: Carolyn will update.**

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

Charles and Kelly reviewed the spreadsheet. Recreation was satisfied with FieldPro.

Tom D. mentioned that there was an issue with the cut grass and there is equipment that mulches the grass so that the grass is not left on the surface. DPW mows the field and the attachment does not fit their equipment.

**TO DO: Charles and Kelly will meet on April 28<sup>th</sup> to review the spreadsheet.**

## **10. NEXT MEETING**

Next regularly scheduled meeting is Wednesday, May 16, 2018 at 8:00PM.

**Meeting adjourned at 9:36PM.**