

**Harrington Park Recreation Committee
Minutes
Wednesday, October 25, 2017**

1. CALL MEETING TO ORDER

Chairman’s Announcement - called to order at 8:06 PM

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
Paul Baly	X	
Nicole Benasillo	X	
Lynne Cappelmann	X	
Charles DeGruccio	X	
Megan Dippolito		X
Brian Fitzgerald (Alternate Chair)	X (arrived at 8:10)	
Thomas Gleason (Chairman)	X	

Also present:

Carolyn Lee, Secretary

3. ITEMS FROM THE PUBLIC

No items from the public.

4. ADMINISTRATIVE ITEMS

a. Approval of Minutes (September)

Approval of minutes with the amendment that the tennis court meeting will include Paul and Tom.

Motion: Lynne

Second: Paul

Vote: All in favor

5. UPDATES

a. Finance and Budget (Tom/Brian)

i. Reports

There is not a lot of money remaining for this year. There is money for recreation maintenance where some was spent on playground repairs, but most of the

spending was for cleaning. The replacement anchor was a big-ticket item. The field maintenance comes out of penny tax and field maintenance account.

ii. Sports Fees for Field Maintenance

The last time Recreation received money for field maintenance could have been 2012. Fees were discussed, but Brian will look through old emails on what was invoiced to each of the sports and when. Tom asked if Northern Valley was playing on Highland and members indicated that the fields are busy but were not sure which group was using the field. The sports are lacrosse, soccer, baseball and basketball. Carolyn provided documentation on the amounts from Sept 2014 meeting minutes and also referred to the Recreation Commission Handbook with various fees listed. HP Soccer is still part of AYSO and has money in the account. Paul will follow up with Scott Litchfield, Sports Boosters, to see if they are still plan to donate funds when it disbands to the Recreation Commission.

b. Field Requests (Charles)

i. New Requests

1. Vipers Softball (Northern Valley Softball)

The Vipers provided a correct COI.

2. NVSC – updated COI

NVSC provided an updated COI that was received Sept.28.

ii. Updates

1. Lacrosse

Lacrosse was not billed.

iii. Inquiries

1. Temple Beth-El Baseball

The group from Temple Beth-El might be using Highland Field on Sundays without approval from the Recreation Commission and without providing a certificate of insurance. Tom, Charles and Lynne noticed that some men were playing on Highland Field early Sunday morning. Someone had accidentally added Charles onto an email that indicated that they shouldn't have contacted HP Recreation and should use the field without approval. Charles will send an email to Temple Beth-el players asking if they are playing and if they are, they must provide the form and insurance. Joon discussed this during the Mayor and Council meeting. This is a gray area because the Borough receives funding from the county for certain project for funding. The way to assess the use is if they belong to a league and if they plan to use the fields regularly. If so, Recreation can ask them to comply complete a field use request form and provide insurance. Recreation suggested that we should start with a letter for payment. Charles suggested that a sign could be posted that a permit is required.

iv. Invoices

1. Slugs

Recreation received the payment.

c. School Coordination (Lynne)

i. Fall Sports

There was one cancellation. Lynne was notified with adequate time.

1. Indoor soccer

Soccer is not confirmed and waiting to determine the numbers of kids signing up. There is no indoor travel. They are trying to gauge the interest in Rec Soccer.

2. Basketball

3. Volleyball Program

One of the teachers asked for gym time for weekends and evenings from the winter to May. They were trying to co-ordinate with basketball for gym time. Lynne will follow up with Ms. Nitzberg.

4. Speed Soccer – Indoor

Speed Soccer inquired about using the school for indoor soccer. Lynne forwarded the field request form with the updated school forms. There is no gym time currently available.

II. School Forms

The updated forms are available on the HP website.

d. Sports Coordination (Paul)

i. Sport Co-ordination Meeting

The sports co-ordination meeting should be scheduled before Thanksgiving. The meeting will include baseball (Mike Rutigliano), lacrosse (Lance), soccer (Rob Jaeger), softball (Gary Capazzi).

e. Town Programs

i. Town Day –Donations

\$500 was received from Rockland Electric. All forms have been completed for Whole Foods for the donation. We are waiting for the check to be mailed. Thank you letters were sent to all the donators.

ii. Ragamuffin Parade – Oct. 28 (rain location HP School APR)

The plans are complete. Parking was discussed. The cones will block off the parking lot after everything is set up. Rec volunteers should arrive at 8:45am and ask HP Teens for Tomorrow will be asked to arrive at 9am. The Police Dept. will lead the parade with Mayor Hoelscher and the Ambulance Corps will follow at the end of the parade. The fire department will have a fire truck out for display and the DPW will help block off the streets with the police. HP Teens for Tomorrow will be helping. The Junior Woman’s Club will be providing the refreshments. Megan will purchase the pumpkins and Joon purchased the prizes and candy. Carolyn will send a reminder for an HSA eblast. The school already has the information in the weekly wrap-up. Nicole will post on HPMoms facebook.

f. Park & Playground Maintenance

i. Field Maintenance (Brian)

- The field maintenance contract is completed at the end of 2017. There is 3rd year extension which is an increase from the existing contract. KJ is talking with the landscaping company about the cost.
- The landscapers are closing the fields. Final winter seeding and core-aeration will be completed in mid- late November. Brian will co-ordinate with Mark on blowing out the sprinklers. Ponside meter needs to be removed. Highland can

be closed with the meter on. After soccer ends the last week of November, the hut and bathrooms need to close up after the meter is removed.

- Baseball agreed to pay for the portable potty (\$400).
- Other portable potties need to be removed as well.

ii. Pondside (Charles)

iii. Highland (Lynne)

iv. George street (Paul)

1. Accessible Swing Seat replacement (Tom/Carolyn)

Carolyn was not able to get the confirmation that the accessible swing seat meets the NJ playground standards. There is a Little Tykes version that discusses more about the safety standards. The Recreation Commission agrees that the companies do not want confirm in writing that it meets the standards. They would like to move forward with the Little Tykes accessible swing seat.

v. School (Carolyn)

Lynne mentioned that the garbage cans close to the playgrounds are usually full and area is a mess. Nicole will pass this information to the school.

vi. Beechwood (Nicole)

vii. Don Horsey (Tom)

viii. Columbus (Megan)

g. Tennis (Paul)

i. TGA

- Paul will ask TGA on the number of students enrolled in the summer and fall. Recreation can send an invoice based on the numbers.
- TGA has asked for Recreation to advertise the tennis lessons and camps. Carolyn has asked them to contact HSA and let me know that information through the town is only in text format. Recreation discussed for-profit organizations asking for the town to advertise HP website. Tom suggested that they could advertise in the town newsletter.

ii. Tennis Badges

Paul was asked to research some tennis badges for 2018.

iii. Tennis Instructor Fee

No update.

iv. Tennis Signage

No update.

v. Tennis Association – set meeting date

There have been no responses from the newsletter advertising. Tom and Paul will set a date for January 2018 for the new tennis season. Nicole suggested reaching out to the people who have purchased badges.

6. PROJECTS

No projects at this time.

7. OTHER ITEMS

a. Eagle Scout Project - Ryan Jordan (received Oct.7)

Ideas for an Eagle Scout project were:

- Footbridge, stairs or path behind hut connecting upper and lower Highland.
- Covered sign boards for Highland and George Street tennis courts
- Cover for a dugout
- Pavilion for Highland
- Replace roof on hut on Field 3 Highland

Carolyn will forward the suggestions to Ryan.

b. HP Teens for Tomorrow – Halloween decorations for Trunk or Treat (Sunday, Oct. 29th)

The Recreation Commission agreed to let the HP Teens for Tomorrow use the Halloween decorations for the Trunk or Treat Valley Program event at the Community Church. They have used the games and decorations for the past few years. Carolyn will unlock/lock the doors at Borough Hall on Sunday before and after the event.

c. Recreation Field Hockey – Old Tappan (received Oct.2)

This is a free clinic in Old Tappan at the high school offered to 7th and 8th grade students. The teacher wanted to open the program up to other towns. Northvale and Old Tappan share the same insurance. She couldn't advertise in HP because she didn't have insurance from the town. Next year, she will start her own program. Before Harrington Park could participate, the Mayor and Council must provide a resolution and then provide the insurance. The program is 7-8 weeks and has finished. All the other sports have insurance. This is not a school program or an Old Tappan program. Possibly, next year she will get her own insurance. Recreation should not sign up for insurance if we don't know if she will continue the program next year. Recreation will support this program next year.

d. Environmental Commission – Pondsides Clean-up (Nov. 11 at 9am)

The EC is looking for volunteers in the Pondsides Clean-up. The Recreation Commission members will try to attend.

e. Town Walk Through – Set date

A concern is that there is not enough funding for new projects. After discussion, the members would prefer to meet in March 2018.

f. Recreation Commission Handbook – update with Field Maintenance, Ragamuffin Parade, and Town Day

The members were asked to add/update sections of the handbook. Carolyn will email a current copy to the Recreation members.

g. JIF Review

Carolyn listed a few things that require maintenance:

- Highland field 3 hut roof is deteriorating.
- Highland Field conduit is still bent. The cost to repair was about \$4,000. Mark K said that he would need to rent a truck to fix it and could not fix it.
- 2 wooden bleachers on Upper Highland do not meet the standards on the checklist for the safety inspection. The stands are higher than 3 levels and do not have rails or a backing to prevent falling. Recreation listed that the option is to purchase new stands or to take down the ones that do not meet the safety standards. This needs to be discussed with the DPW. Recreation will discuss again in spring 2018.

h. VIP Soccer (Lynne)

Terry Schettino organizes an AYSO soccer program for special needs kids. There are about 60 players who come from various towns. The volunteers are kids from HP. She is looking for a replacement and wanted to get the word out. If anyone has any suggestions, please let Lynne know.

8. NEXT MEETING

Next regularly scheduled meeting is Wednesday, November 15, 2017 at 8:00PM.

Meeting adjourned at 9:07PM.