

**Harrington Park Recreation Committee
Minutes
Tuesday, December 12, 2017**

1. CALL MEETING TO ORDER

Chairman’s Announcement - called to order at 8:20 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 |
| Thomas Gleason (Chairman) | X | |

Also present:

Joon Chung, Town Council Liaison
Carolyn Lee, Secretary

3. ITEMS FROM THE PUBLIC

No items from the public.

4. ADMINISTRATIVE ITEMS

- a. **Approval of Minutes (October)**
Vote to approve October 25, 2017 Minutes.
Motion: Lynne
Second: Charles
Vote: All in Favor

5. UPDATES

- a. **Finance and Budget (Tom/Brian)**
The Recreation budget will be the same as last year. It is still not clear on how much money can be released for projects next year. Joon asked Mark about for an estimate on tree removal at Highland Field. KJ didn’t feel that it is not necessary budget for that project

because we should have the money to remove the trees. Carolyn mentioned that the Highland and Pongside playgrounds are slowly breaking down and need repairs. Joon said that playground maintenance should be budgeted.

i. Sports Fees for Field Maintenance

Brian provided Tom and Carolyn the sports maintenance fee invoices that were sent to the sports groups in 2015. These will be used as reference for 2018. The sports meeting should be scheduled to discuss the fees with the sport commissioners. Paul should schedule the meeting with the sports commissioners where these fees will be discussed.

b. Field Requests (Charles)

Debrino Baseball – completed the field request and gave Lynne the COI. He is requesting Highland Field 50/70 for Spring 2018 Sundays at anytime. Charles will reach out with Mike Rutigliano to co-ordinate a schedule. Carolyn will email the scanned copies to Charles.

c. School Coordination (Lynne)

i. Fall Sports

1. Volleyball Program

The volleyball program has started with no conflict. The school is coordinating this request and Recreation has not received any forms. They play 8-11am on Sundays. Tom said there was a policy that sports could not start before noon on Sundays, but it seems like this would be an acceptance.

d. Sports Coordination (Paul)

i. Sport Co-ordination Meeting

Paul is working on setting up a meeting with the sports commissioners.

e. Town Programs

i. Town Day –Donations

Recreation received Whole Foods \$150 Town Day donation.

ii. Ragamuffin Parade – Review

Approximately 200 people attended. This is about the same as last year.

f. Park & Playground Maintenance

i. Field Maintenance (Brian)

The 2 year contract with Field Pro will end at the end of 2017. Brian has been in discussion with KJ about continuing the contract for another year. Joon will confirm with Brian KJ if the contract for 2018 is signed. Recreation is happy with Field Pro.

ii. Pongside (Charles)

iii. Highland (Lynne)

The lights are off for the basketball court and the walking path. Joon will confirm with Mark. Joon will also check if the hut is sealed.

iv. George street (Paul)

1. Accessible Swing Seat replacement (Carolyn)

The AAA State of Play that provided the quote for the accessible swing seat did not reply back indicating if the seat met the NJ playground standards. Landscape Structures (General Recreation) replied back with a quote and

indicated that the seat meets the ASTM standards public use for 2-5 year olds. Recreation discussed if the chair should be for 5-12 years old or 2-5 years old. Because George Street playground is for younger kids, the seat should be for 2-5 years old. The details were provided to Recreation to review the cost and options. The tendertuff chains are coated to protect from pinching and is cooler in hot temperatures. The tendertuff coating is peeling off at the Highland Field and Pondsides Park after many years. Carolyn will verify quote is for a strap or a molded plastic harness.

Vote: To purchase a molded bucket seat for 2-5 year olds and harness with tendertuff chains (model 218671) for \$805 and \$85 shipping (total \$890) from General Recreation (Landscape Structures) with a blue seat, yellow harness.

Motion: Lynne

Second: Megan

Vote: All in Favor

Carolyn will complete the purchase order.

- v. **School (Carolyn)**
- vi. **Beechwood (Nicole)**
- vii. **Don Horsey (Tom)**
- viii. **Columbus (Megan)**
- g. **Tennis (Paul)**
 - i. **TGA**
 - ii. **Tennis Badges**
 - iii. **Tennis Instructor Fee**
 - iv. **Tennis Signage**
 - v. **Tennis Association – January 2018**

Three people have shown interest in creating a tennis association. Carolyn has informed them that there will be a meeting in January to discuss ideas. Paul has been copied on the emails and should set a date for the meeting. Tom asked Carolyn for the email addresses of the residents.

6. PROJECTS

Recreation should start considering projects for next year.

7. OTHER ITEMS

a. Eagle Scout Project - Ryan Jordan

The options have been sent to Ryan, but he has not replied if there is any interest.

Carolyn mentioned that the Environmental Commission also provides ideas to the Eagle Scouts.

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

The borrowing and returning of decorations went smoothly. Tom would like to look at some of the decorations and games to fasten them to the ground better next year.

Carolyn asked if it was possible for the boy scouts or girl scouts to repair/repaint them.

Lynne mentioned that John Terranova is the Boy Scout leader.

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

The high school group, Save Our Planet, sent a lot of students to help. The Recreation Commission members could not attend this weekend. Joon mentioned that there is a low turnout and would like the Recreation members to come together the next time there is a request.

d. Town Walk Through – March 2018

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

Brian provided some information. Carolyn will update the document with the Ragamuffin and Town day with contact information and a planning schedule.

f. ParkServe (Tom/Joon)

This website is an initiative to help communities have parks within a 10 minute walk of all residents. Harrington Park does have many parks within walking distances in town. Carolyn will confirm if the information was forwarded to Tom and Joon.

g. 2018 Meeting Schedule

The meeting dates for 2018 were approved.

8. NEXT MEETING

Next regularly scheduled meeting is Wednesday, January 17, 2018 at 8:00PM.