

**Harrington Park Recreation Committee  
Minutes  
Wednesday, March 15, 2017**

**1. CALL MEETING TO ORDER      called to order at 8:10P.M.**

**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 Member</b>	<b>PRESENT</b>	<b>ABSENT</b>
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.

**4. ADMINISTRATIVE ITEMS**

**a. Approval of Minutes (February)**

<b>COMMISSION Member</b>	<b>Motion</b>	<b>Second</b>	<b>In Favor</b>	<b>Opposed</b>	<b>Abstain</b>	<b>Absent</b>
Paul Baly						X
Nicole Benasillo			X			
Lynne Cappelmann	X		X			
Charles DeGruccio		X	X			
Megan Dippolito						X
Brian Fitzgerald						X
Thomas Gleason			X			

**5. UPDATES**

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

Tom has not received the budget numbers from KJ at this time. Tom expects the same budget as last year. Tom would like to talk to Brian about sports contribution for field maintenance. Invoices were sent out 2 years ago, but not last year.

**TO DO: Joon will send the budget to Tom.**

Carolyn created purchase orders for Town Day rides (\$5650), 2 clowns (\$800) and Fishing Derby fish (\$200) to help prepare for expenses for 2017.

**b. Field Requests (Charles)**

**i. New Requests**

**1. A League of Our Own – Pondside Sunday mornings (April 2 – May 21, 2017)**

April 2, 9, 23, 30

May 7, 14, 21

Charles indicated that all the forms look correct and complete. Since this is an organization that has worked with HP Rec a few times and pays the fees, Charles can approve this request. Last season (Fall 2016) ALOOO had a credit for field use. The credit will be applied to the spring 2017 season.

**TO DO: Charles will coordinate with Mike to schedule ALOOO in Pondside and notify ALOOO of approval.**

**ii. Updates**

**1. Junior’s Easter Egg Hunt – Highland Field April 8<sup>th</sup> (raindate April 9<sup>th</sup>)**

**Speed Soccer Camp – Highland Field April 10-14**

The Junior’s asked if the bathrooms will be ready for the hunt. Brian indicated that the water meter installation schedule starts April and wasn’t sure if SUEZ can get to Highland Field. The Junior’s said that they will manage if the bathrooms are not available.

This may also be a problem for the Speed Soccer Camp. Brian asked if a portable bathroom is required if the bathrooms are not ready for the camp.

**TO DO: Joon will contact Mark about the bathrooms (water meter).**

**2. NV Lacrosse**

Page 3 was missing from the field request. Without this form, they cannot be approved.

**TO DO: Charles will ask NV Lacrosse for a signed rules and regulations form.**

**iii. Baseball Invoices**

**Apreda Titans – Fall 2015 (\$600)**

Recreation discussed what could be done with organizations that do not pay for field use.

**TO DO:**

1. Joon will ask the Borough Attorney what is the next step.

2. Carolyn will forward Joon the emails sent to Apreda Titans.

**c. School Coordination (Lynne)**

**TO DO: Tom will update the forms as necessary.**

**d. Grants (Nicole/Lynne)**

**i. Pondside**

Not discussed.

**ii. Highland Field Pavilion**

- Joon, Lynne and Carolyn met with Greg Polyniak (Neglia) on March 8<sup>th</sup> to discuss what was possible for a pavilion. The pavilion would be a roofed area with a grounded concrete base not attached to the hut about the size of ½ a basketball court. Greg estimated a cost between \$40,000-\$120,000. Additional cost (approx. \$10,000) would be for permits for encroachment to the reservoir drainage system. These permits are almost unavoidable because the structure would have to be 300ft away from the drainage. It was done when the path was put in.
- Open Space Grant application is available in late summer (2017). It is a 50/50 grant. Green Acres Grant application is available in February (2018) and is also 50/50. If the Green Acres Grant were used, the Green Acres rules would apply to the field. This would mean that anyone who requests the fields should be able to use it based on availability. It is possible to use both grants with 75% of the materials covered. The engineering and permit costs would not be covered by these grants. This is a lot of money for Harrington Park.
- The lighting walking path and cemetery wall used the penny tax and Open Space for funding. We would need to know how much is in the penny tax that could be used for this project, and then we could reach out to KJ if Rec decides to continue researching this project.
- Greg suggested that Recreation look at Pascack Valley HS for a structure that cost about \$60,000.
- Neglia would have to write an estimate for the proposal for the grant applications.
- If Recreation decides to move forward, they will have to propose the project to Mayor and Council and explain why this is needed, timeline and cost. Discussion included:
  - Highland is a center point for the town. Sports and event such as Town Day, Easter Egg Hunt, Memorial Day Concert, Baseball/Softball Opening Day, National Day Out, Soccer to name a few are held at Highland Field.
  - It's a nice addition to the park. Families would benefit from this structure.
  - It provides shelter from sun, rain and lightning (it would be grounded).

**VOTE: To proceed to research the Highland Field Pavilion as a possible project.**

COMMISSION Member	Motion	Second	In Favor	Opposed	Abstain	Absent
Paul Baly						X
Nicole Benasillo	X		X			
Lynne Cappelmann			X			
Charles DeGruccio		X	X			
Megan Dippolito						X
Brian Fitzgerald						X
Thomas Gleason			X			

TO DO: Joon will talk to Greg for a timeline.

Tom would like it confirmed that the open sided shelter is lightning proof.

TO DO: Tom will determine the amount in the Penny Tax Account.

**e. Sports Coordination (Paul)**

**i. Sports Registration**

Baseball and softball is a manual process where the payments are paid by check.

**ii. Volunteer to manage website**

Lynne discussed the following options:

1. League Athletics – used by Sports Boosters
  2. Community Pass – Other towns used community pass. It allows multiple accounts, but it is not easy to use.
  3. Blue Sombrero – It is free
- Each sport already has it's own checking account. The benefit of having all the sports on one website is the sharing of emails. Ideally, there would be one website that can accept payments for each sport and have it deposited into the sport specific account. If not, the HP website should have links to each sport website.
  - Recreation needs to let the sports commissioners know that Recreation is researching website providers. Recreation does not want to make the decision for the sports commissioners.
  - There was discussion on ideas to maintain a website administrator if a volunteer is no longer available. A paid position was discussed. Would each sport organization or the town pays the administrator? Where would the money come from? If it is a paid position, what is the selection process?
  - Joon indicated that KJ is fine with the money going through the Borough's account for registration.

**TO DO:** 1. When Lynne is finished with her research, Recreation will organize a meeting with the sports commissioner.

2. Charles will let the sports commissioners know that there is a volunteer to administer the website.

**iii. Multi-town Sport Programs**

Closter, Demarest and Haworth formed a multi-town baseball/softball league.

Tom described that they are organized by:

1. There is a draft
2. They get coaches
3. They would try to have 2+ players from the same town in a team
4. Players cannot change teams
5. Each town covers insurance for their respective players
6. Baseball commission has a member from each town

As long as the rules are defined this works well.

Norwood football is also a multi-town team. Norwood pays into the program. They pay for fields and equipment. Non-Norwood resident fee is higher than a Norwood resident to compensate for the costs. Norwood funds their sports differently than Harrington Park.

It seems like the commissioners would make this decision. Everyone must commit to this program for it to be successful.

**f. Town Programs**

**i. Fishing Derby - June 18 at noon-2pm**

- ii. **Town Day – Sept. 9 (raindate Sept. 10)**  
Planning has started.
- iii. **Ragamuffin Parade – Oct. 28 (rain location HP School APR)**
- g. **Park & Playground Maintenance**
  - i. **Field Maintenance (Brian)**
  - ii. **Pondside (Charles)**
  - iii. **Highland (Lynne)**  
Highland Field 3 hut – The flashing around the roof requires maintenance. The snow may be melting directly into the hut.  
**TO DO: Joon will talk to Mark about the Highland Field 3 hut roof.**
  - iv. **George street (Paul)**  
The skating pond was filled for a short time.
  - v. **School (Carolyn)**
  - vi. **Beechwood (Nicole)**
  - vii. **Don Horsey (Tom)**
  - viii. **Columbus (Megan)**
- h. **Tennis (Paul)**
  - i. **TGA Programs**
  - ii. **Newsletter**
  - iii. **Tennis Badges**  
No tennis badges have been sold. Badges have not been purchased to distribute. Ann B. will accept the money and Carolyn will deliver the badge when the badges are available.  
**TO DO: Tom will talk to Paul about badges.**
  - iv. **Tennis Signage**

## **6. PROJECTS**

- a. **Highland Field Pavilion**  
Discussed in “Grants” section.
- b. **Highland Field 4 Dugout Roof – research**  
**TO DO: Brian will ask the field maintenance company for suggestions.**

## **7. OTHER ITEMS**

- a. **National Night Out – Highland Field, Aug.2, 2017, 5-9pm**  
Mayor and Council have approved this event. Since this is a town event, no field request form is required and the town covers insurance. Charles has confirmed that Highland Field is available at this time.
- b. **Memorial Day Concert – Juniors**  
The Juniors have sent an email to Ann B and Carolyn that they are in the process of planning a Memorial Day Concert similar to last year.  
**TO DO: Carolyn will ask if they need any assistance from Recreation.**
- c. **TGA – Multi-Sport Offerings**

TGA has provided a list of multi-sport programs. Recreation feels that they compete with the summer camp. TGA should contact the summer camp. TGA already has a contact with the HSA if they want to offer they activity as an enrichment program. Also discussed, if there is a demand for these sports

This will be deferred to the next meeting

**d. Merry-go-round alternative – Highland Field**

Recreation does not have an alternative for the merry-go-round.

**e. Spring Repairs – Highland Field 1 Conduit, Field 4 batting cage**

**TO DO:** Brian will ask Frank Galiano to take a look at the conduit for repair.

**f. Badminton Club**

Painter's tape would be acceptable in the APR. The badminton club would be for next year.

**g. Frisbee – Field Inquiry, Sundays 3-5 PM**

Melissa Driscoll has inquired about field availability for Sundays 3-5 PM. She has not specified any field.

**TO DO:**

1. Charles will contact Gary/Mike for field availability.
2. Charles will confirm that Melissa Driscoll has filled out the Field Request forms before approving the request.

## **8. NEXT MEETING**

Next regularly scheduled meeting is Wednesday, April 19, 2017 at 8:00PM.

**Meeting adjourned at 9:07 P.M.**