

**BUSINESS MEETING MINUTES
EAST AMWELL RECREATION COMMITTEE
APRIL 19, 2018; EAST AMWELL MUNICIPAL BUILDING, 1070 ROUTE 202, RINGOES, NJ**

CALL TO ORDER & OPEN PUBLIC MEETING NOTICE

The meeting of the East Amwell Recreation Committee was called to order at 7:34 PM by Chairperson Alison Castellano who read the following: In compliance with the Open Public Meetings Act, it was noted that this is an Ordinary Meeting of the East Amwell Recreation Committee pursuant to the meeting notice published in the December 21, 2017 issue of the Hunterdon County Democrat. Notice of this meeting was filed in the Township Clerk’s Office, sent to the Hunterdon County Democrat, and the agenda was posted on the municipal bulletin board on April 10, 2018.

2018 ATTENDANCE

Recreation Committee Member (term expires)	1/18/18	2/15/18	3/15/18	4/19/18	5/17/18	6/21/18	7/19/18	8/16/18	9/20/18	10/18/18	11/15/18	12/20/18
Alison Castellano	X	X	X	X								
Mark Gunn	X	X		X								
Michael Atzert		X	X	X								
Pete Fick	X		X	X								
Erica Johanson	X		X *	X *								
Chris Kellogg		X										
Thyra Zengel	7:45		7:40									
Sandra Gonzalez												
Cassie DeCandia	X		X	X								
Peter Miller		X										

*Others present: Secretary, Rosemary Georgett; * Erica Johanson by phone. New Member Michele Doherty; Youth Member Jenna Castellano*

OPEN TO THE PUBLIC FOR NON-AGENDA ITEMS: None

ACCEPTANCE OF LAST MONTH’S MEETING MINUTES: March 15, 2018 – With one minor adjustment all members were in favor of approving the minutes.

PRESENTATION OF UPDATED RECREATION BUDGET: A. Castellano asked about the budget report that provided because the information was unclear. P Fick stated that the budget material was not the detailed budget, and that we need to confirm whether the funds are for a calendar or fiscal year. M. Atzert stated that the \$1200 is for the summer program, and not part of our budget, and that it looks like we started with \$800 and have spent \$247. We don’t get the full budget amount at the beginning of the year. P. Fick confirmed that \$800 is the starting amount shown, and R. Georgett will obtain confirmation of details from Margaret Pasqua. A. Castellano asked if this might be a rolled over budget from last year, and that the new budget has just been approved. P Fick stated that as far as he knows nothing is carried over, and we also need clarity regarding the \$2,400 budget requested. A. Castellano stated that the budget for senior citizens should not be included in Recreation Committee budget. She will also confirm the changes from proposed budget to approved budget. P. Fick asked if there is a budget for “parks” as we become Parks & Recreation, and A. Castellano said no as it was never a committee but instead an ad hoc group.

ADDITIONS TO AGENDA: A. Castellano added one item under New/Ongoing Business – Water Maze project.

REPORTS:

South Count Soccer League –

1. **Lighting:** A. Castellano reported that Howard Young of SCSL presented and spoke with the Township Committee at the April meeting regarding what SCSL needs from a monetary perspective, what needs to be done and what SCSL is doing to improve the grounds. Further he came with a proposal regarding lighting and adamantly explained the need for lights in the Fall. A. Castellano shared that figures of \$6,000 to repair lighting and \$25,000 to replace with LEDs had been referenced in earlier discussion, however when they obtained a quote the numbers are very different. To repair what is currently there will cost \$14,600, and if ultimately that was the only option SCSL would pay for it. If SCSL paid this amount it would clean them out financially when added to the cost of field repairs/maintenance (around \$10,000). Howard confirmed that the actual total to upgrade to LED would be \$65,000.

Howard stated that the current annual cost to East Amwell Township to run the lights is \$4,300 with the surge charge. With LED lights & no surge charge, it would reduce annual running costs to \$437.00. A. Castellano said the other part of puzzle is there is grant from Soccer Federation that will contribute up to 50% of the cost to max of \$25,000 and Howard has applied. A. Castellano shared that Rick Wolfe on Township Committee will work with Howard on this because if SCSL puts the annual running cost toward upgrading lights to LED, it is one-fourth of the cost. If East Amwell could come up with another one-fourth of the costs, it's the way to go. A. Castellano said a solution is under discussion, and we can't really do anything because it's in the Township Committee's hands.

P Fick stated we are talking about lights on one hand and maintenance as another item. A. Castellano confirmed that SCSL is taking care of maintenance and that's in their hands/covered. P Fick confirmed SCSL now has a contact on the Township Committee and they will keep it moving forward. A. Castellano agreed and said she will stay in contact with Rick Wolfe and report back.

M. Atzert asked if Township Committee was looking for SCSL to deplete all of their funds? A. Castellano stated it was really a discussion between them and Howard agrees the upgrade to LED lights is the best way to go. She will also follow up with Jason for details. There were other residents present at the Township Committee meeting Dennis Hajek. and Joe Angelo who were involved in the past, had a suggestion to do the lights in two phases. They suggested SCSL think about upgrading one field to LED now, and move remaining good bulbs to other field. They would have some spare bulbs for the old lights and do other field as a 2nd stage. A. Castellano said there was discussion and questioning regarding how many children are from East Amwell, etc but the conversation was one of cooperation. Howard said at least 50%. Rick realizes this is something financial that we need to resolve.

2. **Usage procedures –** R Georgett stated that we have Ordinance in place re: SCSL & Baseball since around 2014. It is a 4 or 5 year old document referring to how we manage fields with annual addendum with contact & their role/responsibilities. This

has become confusing because it not only includes contacts but also who is responsible for what. P. Fick stated this is where Chris & Thyra know the ins and outs and have taken care of it in the past. A. Castellano stated there are multiple documents floating around & we just need to have one document. R. Georgett agreed that we could update the Ordinance and then annually have an addendum with updated contact information only.

A. Castellano stated that there is not a lot to do because Chris Thompson is handling things for Baseball, Howard Young and Jamie Quinn cover SCSL and they all talk with one another and work it out. We just need to keep our contract updated.

P. Fick asked about the group that had requested use of the field, and A. Castellano confirmed they found another field. Both agreed that is a good solution.

Baseball – A. Castellano stated that there was a complaint from a resident sent to R. Georgett & Chris Thompson about baseball nets that were torn and had fallen to the ground. There was an owl caught in the net, and the resident requested that the nets be taken down so this doesn't happen again. Chris agreed and removed them. R. Georgett stated that there was an informal procedure that nets were taken down at the end of each season. However it hasn't been followed the past few years due to a lack of volunteers to help Chris. The committee had some discussion regarding formalizing the expectation that the net be removed each year, including removal by the Flemington team - they may or may not continue to use the field. A. Castellano stated that removal of the nets at the end of each season will be added to our usage procedure document to ensure this doesn't happen again. ACTION: R. Georgett to update usage procedure.

Adult Basketball – Nothing to report.

Clawson Park –

1. Pickle Ball/Tennis Courts - A. Castellano provided pictures of the cracks in the tennis courts and suggested we just fix the cracks in the surface. She spoke with Rick Wolfe too, and they both felt it wasn't that bad. She realizes the problem but doesn't think it warrants digging up the tennis courts. M. Atzert said it looks like there are additional dips that are uneven and could cause someone to trip. P. Fick said that could be a liability issue, and suggested we have someone look at them and it warrants a closer look. Further he suggested that we leave them locked for now, no one has complained, although residents are asking informally, and this gives us time to decide a course of action.

M. Atzert asked if there were funds to repair it, and A. Castellano said yes we will fix it. P. Fick asked if there was the possibility of a grant to help defray costs. R. Georgett stated that Katherine the Farmland/Open Space Administrator will assist with this research. P. Fick mentioned looking into grants for tennis courts, US Tennis Association is an option. A. Castellano stated that we will have Jason go evaluate filling the cracks in the meantime and Rick Wolfe is involved. We can continue to look into grants to repair/replace them. P. Fick confirmed that the Township Committee is aware of the issue. M. Atzert stated we should get them repaired for this summer because they get a lot of use. Further we should have a long term plan for repair because we don't know what going on underneath that could cause bigger issues than repairing cracks will not resolve. R. Georgett will coordinate with

Katherine to follow up on this. M. Gunn and A. Castellano will go and walk around the courts to further assess.

2. Ongoing Maintenance Procedure – A. Castellano stated this is a little in the air. M. Atzert stated that since the Clawson Park dog waste containers were removed, people are now using regular waste cans in the pavilion for this. This isn't a problem in current weather but won't make for happy picnics. P. Fick asked whose responsibility this is, and M. Atzert said Mike Petrus because he has observed him cleaning them in the past but he is now gone. A. Castellano stated Mike received an offer to join this committee but has other commitments & can't. There was some discussion regarding the use of courts & there was a request to paint pickle ball lines on the tennis courts. M. Atzert stated the lines are slightly different and last year they used a chalk line. A. Castellano stated that as we become Parks & Recreation we'll need to dig into this.
3. Events Schedule (Pavilion) Management – A. Castellano stated that Pam the Deputy Clerk now handles booking of the Pavilion, puts a reserved sign out, checks restrooms, process permits, etc. If it's over a certain number of attendees, Jason goes out to empty trash, etc. There will now be a charge for booking it which will help cover costs for this work by Township staff. P. Fick asked what the cost will be. A. Castellano stated last year there were 25 events at no charge, mainly companies, and the township had out of pocket costs. It will be \$100 if you rent the entire pavilion. At some point we need documentation regarding a maintenance schedule for the park. ACTION: Review Clawson Park Ordinance and address/review as appropriate. E. Johanson said it makes sense and most other townships charge for this.

The Grange – No report

Township Committee – No report

New Website – A. Castellano reported that by the next meeting there should be information on this. P. Fick asked if this was for Recreation Committee or Township and A. Castellano confirmed it was Township.

FOSPC – No report. P Fick shared a fun story about how he became the Chair of this Committee! There was a reference back to Katherine, FOSPC Administrator, who has experience with grants and will help with Recreation Committee needs. R. Georgett will coordinate with her as a mentor on grant writing.

OLD/UNFINISHED BUSINESS:

Egg Hunt - A. Castellano said the Egg Hunt went well and it was a great day with a little bit of snow on the ground. Everyone turned out, did a great job including the Scouts. A. Castellano reported that she has updated the checklist for this event and everyone should review and provide feedback including our new member Michele who has no experience with it. Please let A. Castellano know of any suggestions. A. Castellano stated candy arrived really late, 2 PM on Friday and there wasn't enough to fill all the eggs. More needed to be purchased at the local store, and it was less expensive (almost half) than ordering through Amazon. A. Castellano said

next year this will be streamlined & less costly. We will look into buying candy locally, at Costco or similar place. Where this year it was a total of around \$400, we should be able to do it for \$250 next year. The current process is partially because we have an account with Amazon. A. Castellano said she has put in a request that we have a purchase agreement with Costco which is the way to go.

Bricks for Kids – A. Castellano reported the Spring Break lego based camp and the person running it have done this for us before. M Azterz stated that it is rooted in STEM, and engineering – not just legos for the day. A. Castellano agreed the afternoon was a team makers program based on events incorporating STEM. The camp was to be one week and had to be reduced by 2 days due to school snow days, and so the cost was pro-rated. In addition it was delayed by an hour due on the first day due to snow. Still Jim who runs the program was very cooperative, and there were 6 or 7 students that attended. A Castellano suggested that since summer camp is only a few hours in the morning, we could extend the day with Bricks for Kids in the afternoon for one week. Both the school and Jim, who runs Bricks, are open to this. There was general agreement this is a good idea, and A. Castellano said she will contact Kathy Veith about it. M. Atzert asked if it would be for the entire 4 or 5 weeks, and A. Castellano indicated only for one week.

Monthly VIP Article – A. Castellano invited ideas for this month’s VIP article. R. Georgett asked about something regarding the summer program, and M. Atzert said it’s not our program. R. Georgett suggested a Save The Date for Friday Nights in the Park, M. Atzert stated he will prepare something for the Egg Hunt, and save the date for one of the weeks of the summer program.

Generic Skins – other events needed: A. Castellano stated that previously there were dates on the skins purchased for the Christmas Tree Lighting, Egg Hunts, etc. We now have generic skins (no date) and need signs for Friday Nights in the Park. M. Atzert asked if other events were generic enough to do this. A. Castellano confirmed they are, and she will work on a design for Friday Nights in the Park. This will be kept on the agenda.

PRESENTATION OF INVOICES: R. Georgett reviewed the items on agenda – all were for Egg Hunt and all approved.

CORRESPONDENCE – R. Georgett shared that she has brochures & information regarding events in the file. Such as a temporary climbing wall for the park, etc. A. Castellano stated that emails regarding various events should be forwarded to Committee Members. R. Georgett will forward to the committee.

NEW/ONGOING BUSINESS:

Recreation Committee Ordinance – A. Castellano stated that the Ordinance for Parks and Recreation Advisory Committee has been introduced. It increases our membership to 11 members, and we have 1 more member, so if anyone knows of someone interested in joining please put feelers out. She continued that we can have up to 3 youth members and this would be

good for us to have. The Township Committee encourages youth membership and much of what we do involves them. Jenna Castellano will join and we'd like others age 12 to 18, so please encourage this. A. Castellano stated that the Ordinance should be reviewed and will be considered for finalization/passed at the May 10th Township Meeting. She will forward electronic copies and everyone should provide comments to her.

Senior Citizens - A. Castellano reported that she attended a senior citizens meeting last week, and P. Fick confirmed it was at the Elks. A. Castellano stated that Bob Rowe had come to the Township Meeting requesting additional funding. The discussion was that with only one-third of the members being from East Amwell it was a matter of discussion. Bob had requested assistance from Raritan unsuccessfully. Subsequently East Amwell Township reached out to Raritan Township, and we received \$1,000 in funding from them. A. Castellano stated that the budget is now \$2,000.

She said they have a comprehensive program but the one question asked of her was about having a Circle Line bus trip with 26 interested members. P. Fick said there was discussion about having the Recreation Committee help with costs of the bus but no numbers were shared. M. Atzert said maybe cover the bus up to \$500, and individuals cover the balance. A. Castellano requested a volunteer to look into this, and she agreed to accept it. M. Atzert said there was prior discussion about liability issues for those who are not East Amwell residents and would be on the bus. A. Castellano said this trip would not be just for senior citizens, but instead for all. Further Hopewell does this with separate pricing for residents and high costs for non-residents partially to cover additional liability. A. Castellano said she will contact Hopewell Township to see how they manage this and research costs. A. Castellano stated she will return to senior citizen meetings every few months to check in, and has reached out to Living Waters Church as a possible space for meetings. She further stated that the senior citizens group seems to like meeting at the Elks, and they want a kitchen as well as extra space for presentations/performances/etc. A. Castellano said Mr. Fix It program, a group with volunteers who will go out & assist with repairs/needs, will be presenting to them in the future.

Friday Nights In The Park – A. Castellano provided an overview for our new committee member – Michele Doherty – and that we will have two events this year that will include activities and a local food truck (the same as last year). It was lovely night.

Volleyball - A. Castellano suggested we keep on the agenda for summer activity.

Clean up of File Room/Storage Area – A. Castellano stated there are some items we could clean up and we need volunteers to help. It's a storage area in the basement. E. Johanson suggested we could make spots for things, label shelves, and organize other items. M. Doherty and E. Johanson volunteered and other agreed to help as well.

Summer Playground/Bricks for Kids camp – see prior notes on this under Old Business – Bricks for Kids. P. Fick asked about playground events, and A. Castellano stated that equipment is still under discussion. Further the Township Committee is increasing the fee for summer playground to \$75 this year to help cover summer park staff costs.

Water Maze project for Clawson Park – A. Castellano stated that Clawson Park could be more and shared that there used to be a Labyrinth which wasn't maintained. M. Atzert shared it was difficult to keep it mowed properly to define it. A. Castellano said the new idea is to have a water maze and shared pictures from one in England she had visited with her family. She described it as a maze with tall grass and water throughout & shooting up in places. A. Castellano said it was fabulous, we were there for 3 or 4 hours and would be a cool thing. There were various comments regarding the pictures & idea, and generally that it was a good interesting idea to explore.

A. Castellano said maybe we could get grants and donations from places like Home Depot and it would be an attraction bringing more people to the park. A. Castellano said worth thing right now is the playground is too hot when it's very hot outside. Don't know what the cost would be but worth checking out. M. Atzert asked what that one is made of and A. Castellano said concrete. E. Johanson said maybe Rutgers Nursery or Sweet Valley Farms would want to be part of it as something unique. Further it would be nice to have something long term & fun in the park. M. Atzert asked if there was something else like this in the area and A. Castellano that she had looked for similar items locally but the only thing was a concrete park with no grass in Somerville. Nothing else like this and we will explore this concept.

OPEN TO THE PUBLIC – None present.

OPEN TO THE COMMITTEE – No Comment

ADJOURNMENT

M. Gunn made a motion to adjourn the meeting that was seconded by M. Atzert and unanimously approved by all to adjourn the meeting at 8:59 PM.

Rosemary Georgett, Secretary