

1. 7:30 P.M. February Meeting Documents

Documents:

[FEBRUARY PRC AGENDA 2022.PDF](#)
[PRC REORG MINUTE 1-20-2022.PDF](#)
[PRC ANNUAL BUDGET \(2\).PDF](#)

**EAST AMWELL TOWNSHIP PARKS & RECREATION COMMITTEE
REGULAR MEETING AGENDA
FEBRUARY 17, 2022 at 7:30 PM**

In person and Video Conferencing -

<https://us02web.zoom.us/j/85257182065?pwd=UnRQbnRBMWVsZHE2Y3JBL2w1YVgwUT09>

I. CALL TO ORDER

II. STATEMENT OF COMPLIANCE

III. PLEGE TO THE FLAG

IV. PRAYER

V. ATTENDANCE

VI. REVIEW OF AGENDA

VII. CITIZENS PRIVILEGE TO SPEAK ON ITEMS NOT ON THE AGENDA

VIII. PRESENTATION OF MINUTES:

1. January 20, 2022 Reorganization Minutes

IX. UNFINISHED BUSINESS

1. Events
 - a. Bingo Night
2. Pickleball Courts
3. US Sports
4. Dedication By Rider
5. Multiuse Courts
6. Complete the Streets

X. NEW BUSINESS – OTHER

1. Spring Yard Sale
2. Egg Hunt
3. Farmer/Artisan Market

XI. ITEMS FOR DISCUSSION

1. Budget

XII. ORAL REPORTS

1. Clawson Park – Sandy Ostrander
2. Township Committee – Tara Ramsey

XIII. PRESENTATION OF VOUCHERS

XIV. OPEN TO THE PUBLIC

XV. CORRESPONDENCE

XVI. ADJOURN

**EAST AMWELL TOWNSHIP PARKS & RECREATION ADVISORY COMMITTEE
REORGANIZATION MEETING AGENDA
JANUARY 20, 2022-7:30PM**

CALL TO ORDER & OPEN PUBLIC MEETING NOTICE

The meeting of the East Amwell Recreation Committee was called to order at 7:32 PM by Secretary Alison Kavchok.

The following statement of compliance with the Open Public Meetings Act was read into the record by Acting Parks and Recreation Secretary Tiana Blakley: "In compliance with the Open Public Meetings Act, this is a regularly scheduled meeting pursuant to the annual meeting notice as published in the February 18, 2021 issue of the Times of Trenton A copy of the agenda for this meeting was forwarded to the Hunterdon County Democrat, filed in the Township Clerk's Office and posted on the bulletin board on January 17, 2022."

2022 ATTENDANCE A = Absent; E = Excused (quorum = 5 members)

Committee Member (term expires)	1/20/2022	2/17/2022	3/17/2022	4/21/2022	5/19/2022	6/16/2022	7/21/2022	8/18/2022	9/15/2022	10/20/2022	11/17/2022	12/15/2022
Stefanie Hutchins (12/31/2021)	X											
Erica Johanson (12/31/2023)	X											
Nathalie Nelson- Vice Chair (12/31/2023)	X											
Sandy Ostrander (12/31/2021)	X											
Tara Ramsey, TC Liaison (12/31/2021)	X											
Alison Castellano- Chair (12/31/2021)	X											
Tiana Blakley, Secretary (12/31/2021)	A											

Public in attendance

Alison Kavchok filling in for Secretary Tiana Blakley.

NEW BUSINESS- REORGANIZATION

Nomination and Vote for Chair Acting Secretary Alison Kavchok asked for nominations for Chairperson. Nathalie Nelson nominated Alison Castellano. Unanimous voice Vote to appoint Alison Castellano as Chair was made by a approved by voice vote. Acting Secretary Kavchok turned the meeting over to Chair Castellano. Nomination and Vote for Vice-Chair Chair Castellano asked for nominations for Vice-Chair. Chair Castellano nominated Nathalie Nelson. Hearing no more nominations, a motion to appoint Nathalie

Nelson as Vice-Chair was a unanimous voice Vote to appoint Nathalie Nelson as Vice-Chair was made by an approved by voice vote.

Motion to Approve 2022 Meeting Schedule

A motion made by Nathalie Nelson, seconded by Stefanie Hutchins to approve the 2022 meeting schedule was unanimously approved by voice vote.

REVIEW OF AGENDA

Sandy Ostrander added a prayer at the beginning of the Meeting and would like to include one at the beginning of each forward. a unanimous voice Vote to appoint Alison Castellano as Chair was made by a approved by voice vote.

A unanimous voice Vote to add a Pledge to the Flag was made by Chair Castellano was approved by voice vote, on the agenda after the statement of compliance, followed by the prayer.

Alison Kavchok suggested adding Complete the Streets technical systems grant under New Business and Stefanie Hutchins added multiuse courts and the dedication by rider to review.

Alison Castellano added under the Oral Reports to discuss removing the Senior Citizens discussion and Municipal Fields. Budget to be added to Items for discussion permanently.

CITIZENS PRIVILEGE TO SPEAK ON ITEMS NOT ON THE AGENDA

PRESENTATION OF MINUTES

November 18, 2021 Regular Minutes A motion made by Chair Castellano, seconded by Nathalie Nelson to approve the minutes was unanimously approved by voice vote.

Chair Castellano would like a 4 day turn around for the Minutes to the committee.

UNFINISHED BUSINESS:

House Decorating Contest – Chair Castellano stated it went really well, a good number of houses were still decorated and didn't submit their homes. Gifts were dropped off to the winners.

Tree Lighting – Chair Castellano stated it was a very fun exciting event. After the November meeting the committee agreed to change the tree lighting to the previous tree that was moved to Clawson Park and the location was perfect. There was a huge turn out and the Historic Committee allowed us to have photos taken with Santa and were no issues at the event.

Pickleball Courts – Chair Castellano stated we will discuss in March.

US Sports Contract – Vice- Chair Nelson proposed options for additional sports options for a summer camp. Discussed times and age groups, more information to follow in upcoming meetings.

NEW BUSINESS- OTHER

Farm Project – Chair Castellano stated there are a few factors to think about for this, one being location. Possible for the parking lots at the municipal building, or possibly the firehouse parking lot. Giving the local farmers in the town to give the opportunity to sell their goods.

Complete the Streets – Alison Kavchok stated there is a grant available through this program, it gives us the footing for ideas and feasibility for projects. For example, community workshops, bicycle routes and green streets. Discussed this allowing a grant for a water fountain going into Clawson Park through this program as well as the Dedication by Rider.

Dedication by Rider – Stefanie Hutchins stated it should be submitted by the end of next week with more information to follow by the March meeting.

Multiuse Courts – Stefanie Hutchins stated there is a lot of interest in multiuse courts, for example basketball. Discussion to obtain and estimate for a multiuse court and a solution to budget for them.

ITEMS FOR DISCUSSION

Movie Night – To be rescheduled.
Bingo – At the Grange for February 20th
Spring Yard Sale – Optional at the park and at home
Egg hunt – April 9th
Spring Yard Sale – April 23rd & 24th
Music Festival – June 4th
Friday Night in the Park – July 15th, August 19th, September 16th
Fall Yard Sale – October 1st & 2nd
Chili Cook off – October 2nd
Tree Lighting – December 2nd
Trivia Night – Date to be determined.
House Decorating Contest – December 1st – 16th

ORAL REPORTS

Clawson Park- Sandy Ostrander – Discussed snow removal options on paths.
Township Committee- Tara Ramsey – Congratulations to Tara recently appointed Deputy Mayor! Some changes have been made to the Parks and Recreation Committee Budget should be in good shape and some line items moved. Summer Playground to possibly be covered financially.
Senior Citizens- John Mills - No update provided.
Municipal Fields- No update provided.
Budget – Chair Castellano stated our budget will remain at \$3000 and is a good number to be at.

OPEN TO THE PUBLIC

Motion to open to the public was made by Chair Castellano, seconded by Erica Johanson. A motion to close to the public was made by Nathalie Nelson, seconded by Chair Castellano.

PRESENTATION OF VOUCHERS

There were no vouchers for approval.

ADJOURN

A motion made by Sandy Ostrander seconded by Nathalie Nelson to adjourn the meeting at 9:19 pm was unanimously approved by voice vote.

Tiana Blakley, Secretary

	2021	Event	Lead	2020	2020 Actual	2021	2021 Actual	comments
Jan	17th	Virtual Bingo	NN			\$200.00	\$164.00	Gift Cards, and online game. Went
Feb		Tree/Bird Contest	AC			\$0.00	\$0.00	Only had 29 responses. R.Wolfe
		East Amwell Eats! Community Cook Book	NN/SH				\$0.00	Cost \$0. Ongoing - Keep promoting via website/Social Media posts
Mar	26th end 3/27	Hunterdon Central Thespians Society Kids drawing contest	AC SH			\$0.00 \$100.00	\$0.00 \$50.00	Kona Ice coming if weather is good 2 entries! therefore both winners. Prizes were \$25 GC to PPF. Presented at TC Meeting on 5/13
	27th	Easter Egg Hunt Event	AC			\$250.00	\$305.00	Candy x50lbs (3000 eggs), 24x large
Apr	17th/18th	Township Wide Spring Yard Sale (week before Spring Clean Up Day)	ALL			\$0.00	\$0.00	Distribute signs (all), create sign up (AC), market on w/site and SM.
May	22nd	Trish Buckwalter Memorial Ceremony	AC				\$0.00	Coordinating with friends of Trish. Supplying tent, cooler and PA system
		Ice Cream Truck Schedule for Clawson	AC					AC working on it. tried it once. Not
Jun	5th	Soundwave Music Festival (Youth Music) 4-8pm (Clawson Park): Food Trucks: Latin Bites and Kona Ice	AC			\$0.00	\$0.00	Great event - good turn out
Jul	16th	Friday Night in the Park: Music - CrabDaddy(Frank Mamorato), Food Trucks - (Dutch Magic, Good Humor Ice Cream)	AC	\$ 500.00	\$267.02	\$500.00	\$412.00	Music - \$400, Misc (water /ice) \$12
Aug	20th	Friday Night in the Park: Music - The	AC	\$ 500.00	\$73.56	\$500.00	\$400.00	Music - \$400
Oct	1st	Friday Night in the Park: Music -	AC	\$ 500.00	\$440.90	\$500.00	\$456.25	Music - \$400, \$56.25 (Cancellation
	9/26 - 10/2	Bingo Night in Clawson Park?		\$ -50.00	\$0.00	\$50.00		
Oct	2nd, 3rd	Fall Yard Sale: include communal			\$0.00	\$0.00	\$0.00	repeat in Spring (more popular time)
	2	Movie Night (joint with AAC) The Biggest		\$ -50.00	\$0.00			
		Fall Music Festival in Clawson Park		\$ -100.00	\$0.00			
Nov	19th	Bingo Night at The Grange				\$200.00		Cancelled - reschedule for new year
Nov	2	QVC or Harvest Moon Trivia Night		\$ -200.00				Trivia Night Co. disbanded - if we can
Dec	3rd	32nd Annual Township Holiday		\$ 200.00	\$135.00	\$200.00		High School Madrigals singing group
Dec	15th	Townwide Holiday House Decorating				\$200.00	\$200.00	Joint effort with RVAC. Kick off 12/1
		Capital purchases						
		Soccer Goal			\$280.00			
		Pop Up Tent (20' x 10') and leg weights				\$220.00	\$18.00	Replacement Corn Hole game bag
		General Event Supplies/Incidentals		\$ 300.00		\$80.00	\$67.58	
		High Powered Megaphone					\$49.99	
							\$2,122.82	coffee carafe
		Budget		\$ 2,400.00	\$1,196.48	\$3,000.00		
		Part Time Secretary		\$2,900.00	\$2,380.70	\$2,900.00		
		Summer Playground						
		Supplies		\$1,200.00	\$1,278.88	\$1,200.00		
		Summer Playground Staff		\$2,000.00	\$5,663.00	\$2,000.00		
		Registration Fees			\$3,663.00			fees covers extra staffing costs
		Senior Citizens		\$1,000.00	\$1,000.00	\$1,000.00		

	2021	Event	Lead	2021	2021 Actual	2022	2022 Actual	Comments
Jan								
Feb								
Mar								
Apr	9th	Easter Egg Hunt Event	AC			\$250.00		East Sunday is 4/17.
	23rd/24th	Township Wide Spring Yard Sale (week before Spring Clean Up Day)	ALL			\$0.00		Spring Clean Up Day is 4/30, Roadside Clean Up Day 4/23
May								
Jun	4th	High School Music Festival?	AC			\$0.00		
Jul	15th	Friday Night in the Park: Music - Food Trucks -	AC	\$ 500.00	\$412.00	\$500.00		
Aug	19th	Friday Night in the Park: Music - Food	AC	\$ 500.00	\$400.00	\$500.00		
Sept	16th	Friday Night in the Park: Music - Food	AC	\$ 500.00	\$456.25	\$500.00		
Oct	2nd	Chilli Cook Off/Baked Goods				?		
	2nd	Fall Yard Sale: include communal						do we do it combined with cook off?
Nov								
Dec	2nd	33rd Annual Township Holiday Gathering		\$ 200.00	\$210.00	\$200.00		
Dec	1-15th	Townwide Holiday House Decorating			\$200.00	\$200.00		Announce on Sun 18th
		Capital purchases						
		Soccer Goal						
		Pop Up Tent (20' x 10') and leg weights			\$280.00			
		General Event Supplies/Incidentals		\$ 300.00				
		High Powered Megaphone						
		Budget		\$ 2,000.00	\$1,958.25	\$2,150.00	\$0.00	
		Part Time Secretary		\$2,900.00		\$2,900.00		

	2019	2020	2021	Event	Organizer	Expense	2020 Budget	Expense	comments
January									
February									
March		20th		Bingo Night					
		27th		Movie Night (joint with AAC)					
April	13th	4th		Egg Hunt	On		\$0.00		Cancelled due to COVID. Increase
		25th		Township Wide Spring Yard Sale					To coincide with Twp Spring Clean-Up Day - expense = Signs
May									
June		6th/7th		Township Wide Spring Yard Sale		\$ 284.66	\$ 250.00	\$0.00	w/end before Twp Spring Clean Up
July	12th	17th	11 or	Friday Night in the Park; Music (DJ)	AC	\$ 447.03	\$ 500.00	\$267.02	(DJ - \$200, Supplies - \$67.02), Was
August	16th	14th		Friday Night in the Park; Music (The	AC	\$ 270.79	\$ 500.00	\$73.56	Band - free, Supplies - \$73.56 (incl.
September		11th		Friday Night in the Park; Music	AC		\$ 500.00	\$440.90	(Band - \$400, Supplies - \$40.90)
		25th		Bingo Night			\$ 50.00	\$0.00	Postponed due to COVID. Looking to
October		9th		Movie Night (joint with AAC)			\$ 50.00	\$0.00	Postponed due to COVID.
		18th		Fall Music Festival in Clawson Park; Music			\$ 100.00	\$0.00	Bands - Free, No supplies needed
		17-18th		Fall Yard Sale				\$0.00	No cost - free
November		20th		OVC or Harvest Moon Trivia Night			\$ 200.00		Cancelled due to COVID
December	6th	4th		31st Annual Township Holiday Gathering		\$ 164.94	\$ 200.00	\$135.00	Has to be fully outside event.
				NYC Bus Trip			\$ 100.00		Cancelled due to COVID
December				Virtual Bingo Night (January 17th)			\$ 200.00	\$200.00	Gift Card prizes. Purchasing now for
				Capital purchases		\$ 240.00			(\$140 - tent, \$100 - cooler)
				Soccer Goal		\$ 500.00			(\$400, \$100 shipping, \$550 donated)
				Pop Up Tent (20' x 10') and leg weights				\$280.00	Original one was bad quality and
				General Event Supplies/Incidentals			\$ 300.00		paper goods etc.
				Contingency			\$ 50.00		
				Total expenditure		\$ 1,907.42			
				Budget		\$ 2,450.00	\$ 3,000.00	\$1,396.48	
				Surplus to		\$ 542.58			
				Summer Playground					
				Expenses		954.97	1200		
				Budget		1200	1200		
				Surplus to		245.03	0		
				Senior Citizens					
				Expenses		1000	1000	?	Check written to Senior Citizens
				Budget		1000	1000	\$1,000.00	
				Surplus to		0			