

**BUSINESS MEETING MINUTES
EAST AMWELL PARKS AND RECREATION COMMITTEE
February 21, 2019; EAST AMWELL MUNICIPAL BUILDING,
1070 ROUTE 202, RINGOES, NJ**

CALL TO ORDER & OPEN PUBLIC MEETING NOTICE

The meeting of the East Amwell Parks and Recreation Committee was called to order at 7:31 PM by Chairperson Alison Castellano who read the following: In compliance with the Open Public Meetings Act, this is an Ordinary Meeting of the East Amwell Parks and Recreation Committee pursuant to the meeting notice published in the December 20, 2018 issue of the Hunterdon County Democrat. Notice of this meeting was filed on the Township Website, sent to the Hunterdon County Democrat, and the agenda was posted on the municipal bulletin board on February 12, 2018.

2019 ATTENDANCE (X = present; E = excused; A = absent)

| Parks and Recreation Committee Member (term expires) | 1/17/19 | 2/21/19 | 3/21/19 | 4/18/19 | 5/16/19 | 6/20/19 | 7/18/19 | 8/15/19 | 9/19/19 | 10/17/19 | 11/21/19 | 12/19/19 |
|---|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|-----------------|-----------------|-----------------|
| Alison Castellano (12/31/21) | X | X | | | | | | | | | | |
| Mark Gunn (12/31/20) | X | X | | | | | | | | | | |
| Michael Atzert (12/31/21) | X | 7:42 | | | | | | | | | | |
| Pete Fick (12/31/20) | X | X | | | | | | | | | | |
| Erica Johanson (12/31/20) | X* | E | | | | | | | | | | |
| Chris Kellogg (removed 2/21/19) | A | A | | | | | | | | | | |
| Thyra Zengel (proposed 12/31/19) | X | X | | | | | | | | | | |
| Michele Doherty (12/31/20) | A | X | | | | | | | | | | |
| Vacant | | | | | | | | | | | | |
| Jenna Castellano (youth member – removed 2/21/19) | A | A | | | | | | | | | | |
| Peter Miller | A | A | | | | | | | | | | |

*Others present: Parks and Recreation Coordinator, Rosemary Georgett, * indicates virtual participation*

ROLL CALL: R. Georgett asked if anyone had heard from C. Kellogg because he has not responded to requests to sign Oath of Office. A. Castellano will follow up with him, and said that we should remove Jenna Castellano as Youth Member. There was discussion regarding current membership, the number of alternates or vacant spots.

OPEN TO THE PUBLIC FOR NON-AGENDA ITEMS: No members of the Public were present.

ACCEPTANCE OF LAST MONTH’S MEETING MINUTES: January 17, 2018 – A motion was made by P. Fick to approve the minutes with minor edit that was second by M. Gunn and carried unanimously with no objections or abstentions.

PRESENTATION OF UPDATED PARKS AND RECREATION BUDGET: R. Georgett said that the full budget request for 2019 budget is being reviewed by the Township Committee

and a portion of approximately \$600 is currently available for Committee expenses. This will be adjusted when the 2019 budget is approved, and should the committee require additional funds before approval, a request should be made with the CFO.

ADDITIONS TO AGENDA: XI, C. – Summer Program sports camp.

REPORTS:

A. South Count Soccer League (SCSL) – A. Castellano said Jamie Quinn will attend our meeting in March and possibly bring Howard Young who now handles financials.

B. Clawson Park – M. Gunn said making the tennis courts into a multi-use court is more complex than we had anticipated. He obtained a quote to redo one tennis court and take down the second one to install removable poles that can be used for basketball, volleyball, etc. M. Gunn showed examples of the material that would be installed by the contractor, and there was discussion regarding concerns with this removable system due to damage done by vandals on and near the courts in the past. The full cost for this system was \$58,000 and after discussion the Committee agreed that it is not suitable for the Township's needs. M. Gunn continued that he spoke with a second contractor who provided a proposal to redo the courts including a half-court for basketball. Two quotes were obtained, one to repair the existing courts for \$50,000 and another to tear up and replace them for \$90,000. T. Zengel asked how long the vendor would guarantee the work, and M. Gunn said that is not in the quote. A. Castellano said Mayor Wolfe has a plan to cover funding over a number of years, but first we need quotes to see what the overall cost would be. She continued that it would likely be a five year payment plan with the first \$20,000 coming from County Open Space funds and future payments from grants as well.

R. Georgett said this was discussed at the Township staff meeting that morning, and Mayor Wolfe has asked J. Silverthorn to obtain quotes for the multi-use courts as well. R. Georgett shared the work M. Gunn has been doing on this project for the Parks and Recreation Committee and will connect him with J. Silverthorn to coordinate moving forward regarding the scope of work, contractors, etc. R. Georgett said that Mayor Wolfe would be interested in exploring a children's tennis program if it would qualify us for N.J. State Tennis Association grant and because we want to offer more programs for Township youth. There was further discussion about this, how to ensure the best solution for the Township and resolve communication disconnects which lead to duplication of effort. A. Castellano and M. Gunn asked R. Georgett to organize a brief conversation with Mayor Wolfe and J. Silverthorn to discuss this project and get everyone on the same page.

C. Township Committee – P. Miller was not present.

D. FOSPC – P. Fick said Katherine Fullerton is following up regarding State and County funding for the tennis courts. Mayor Wolfe is on the committee.

E. Senior Citizens - A. Castellano said she has sent two emails asking them to attend a Parks and Recreation Committee meeting, explaining why and providing dates for the March & April meetings. She will continue to follow up.

- F. **Basketball** – T. Zengel said there are cars there tonight and things are going well. She continued that the wrong email was in VIP and it should be corrected to: jrfry@gmail.com and kept in the VIP each month through June.

OLD/UNFINISHED BUSINESS:

- A. **Holiday Tree Lighting Song Book** - P. Fick reached out to Gina Scialla and R. Georgett provided the book for updating. He will continue to follow up.
- B. **Handling Excess Funds from Trips** - R. Georgett said she spoke with M. Pasqual who recommended establishing a budget line item for trips, where payment credits and debits can be recorded. This will show the balance available so the Committee will know. R. Georgett continued that all funds must be utilized - requests for any outgoing payment submitted and signed off - before the holiday break because any unused funds in the budget at year end are forfeited.
- C. **Trip Event Template** – Templates were provided for the Egg Hunt and Holiday Tree Lighting. R. Georgett asked for feedback on the form and A. Castellano suggested we turn it into a fillable online form which she will do.
- D. **Egg Hunt Update** – M. Atzert said the dates are set, Mayor Wolfe will kick things off, and the application for use of school facilities has been submitted. He continued that final details are getting the candy, and stuffing the eggs. M. Atzert said he is planning an egg stuffing gathering for the Committee at his home, and will send out details. M. Atzert asked if everyone was agreeable to including food donation collection for the church Easter baskets, and everyone agreed. M. Atzert will send the flier to the committee so that A. Castellano can post it on the website, T. Zengel can distribute at the school, and R. Georgett can place in the VIP. R. Georgett will assist with candy order. M. Gunn noted that the rain date is day of the Roadside Clean Up.
- E. **Winery/Mentalist Event** – A. Castellano said we had talked about moving this to the Fall, and could do it in October. She continued that the mentalist was wonderful at an event she attended at the Winery in January. A. Castellano said the mentalist costs \$750 and based on the Winery cost you need 50 people to break even. She continued that we can consider doing the event at the Fire House rather than the Winery to save money. T. Zengel said there are costs at the firehouse as well, and there was further discussion about cost, location and timing to book the mentalist. It was agreed by the Committee that the Winery venue is special and could be an attraction.
- F. **Musical Group for Clawson House** – A. Castellano said the group is the Long Hill String Band (longhillstringband.com) that plays heritage music and they had contacted the Township wanting to play at the Clawson Park gazebo. A. Castella7o spoke with Jim Davidson about them playing at Clawson House because she felt that would be a more appropriate venue for them, but he did not have an interest. M. Gunn said they have played at the Civil War Enactment event and similar venues. A. Castellano followed up with Kathy Wolfe to see if she could generate some interest for Clawson House.

M. Atzert said we could have them come during Friday Nights in the Park, and play for an hour at the beginning of the evening. There was discussion about whether this was aligned with the audience. Another idea offered by M. Atzert was to have a Friday night music event where residents could bring their lawn chair and beverage to listen. There would be little to no work or preparation. A. Castellano said this would be best

coordinated with an event at Clawson House, and will follow up with Jim and Kathy regarding upcoming opportunities. She will also let the band know we are still working on our summer schedule and will let them know when more information is available.

G. **Clawson Park 501.C.3** – tabled to next meeting under Unfinished Business.

PRESENTATION OF INVOICES: Correction regarding a reference to Christmas Tree Lighting for expenses associated with NYC Busy Trip on A. Castellano’s reimbursement check, and R. Georgett will inform Township Finance. R. Georgett confirmed that the cooler and canopy have arrived and will be stored in the Township file/storage room. **A motion was made by M Gunn, and seconded by M. Doherty to approve invoices of the evening that was unanimously carried with no objection or abstention.**

CORRESPONDENCE: None

NEW/ONGOING BUSINESS:

A. **VIP Articles** - R. Georgett will correct email address for basketball and keep this as an ongoing VIP article. M. Atzert will send the Egg Hunt flier for the front page and R. Georgett will add a line stating “check the website for more information and other upcoming events”. A. Castellano will provide a Color Run save the date.

B. **2019 Events & Trips:** M. Atzert said that C. Kellogg will help him at the Egg Hunt but is very busy at night so can’t attend committee meetings. There was discussion regarding a June event, and it was agreed that because it is a very busy month we will not have a trip or event unless there is a Clawson House event in June where we could have the Long Hill String Band perform. A. Castellano asked if we wanted to do a Yard Sale, and things to be done including getting residents to join, creating a map or list of addresses, etc. and T. Zengel said we’ll probably need a permit. There was agreement to move it to September because June is such a busy month, and checking with other Townships that hold a Yard Sale Day to learn from them. T. Zengel agreed to lead this event.

T. Zengel said Volleyball is usually lead by the parent of a child who is participating. M. Atzert suggested we put an ad in the VIP looking for a volunteer to coordinate summer volleyball, and there was discussion about waiting until next month so we can first have an idea of who may participate. A. Castellano and T. Zengel will check who at the school is playing volleyball and see if there is anyone who might be interested in leading this. A. Castellano will work on a sign-up sheet for summer volleyball to put on the website. It was agreed that in March a VIP article be submitted regarding sign up for summer Volleyball through the website.

M. Doherty agreed to help with Friday Nights in the Park, and will assist A. Castellano in July then lead in August.

C. **Summer Playground Program:** T. Zengel said there has been a summer program for all grades except graduating 8th graders and this year she is stepping into the Director role. The staff of people from prior years is coming back, and there is one open position. T.

Zengel said there are two people being considered that are associated with the school which is preferred, and asked if we must have someone affiliated with East Amwell. A. Castellano said yes. T. Zengel said Dave Rondesko is one of those being considered and would also run a sports program in the afternoon with camp extended through lunch and then sports would begin.

T. Zengel provided a document with summary information regarding the activities available, fees for each and said that Dave could flex the age groups. R. Georgett will scan this and distribute to the committee. T. Zengel continued that Dave will do this regardless of the number of children who come, and she already has approval from the school. A. Castellano said K. Ostrander asked T. Stahl to check how the insurance for this would work, and the Township will need a blanket insurance policy with approval from the school. M. Atzert asked about the fees for sports and T. Zengel said they would be paid directly to Dave. A. Castellano will find out if the fees needs to be paid to the Township and then the Township would pay Dave under the insurance policy. T. Zengel said these details will be worked out, the program runs four weeks but not on July 4th, and the fee for playground is \$85.00 paid to the Township. There was further discussion regarding a discount for families, multiple weeks, etc.

There was discussion about Bricks for Kids program as an option as well. A. Castellano will send information about this to T. Zengel.

OPEN TO THE PUBLIC – None present.

OPEN TO THE COMMITTEE – No items were raised

AJOURNMENT - A motion was made by M. Gunn and seconded by M. Atzert to adjourn the meeting at 9:04 P.M. and carried unanimously.

Rosemary Georgett, Park and Recreation Coordinator