

**Rec Commission Notes & Minutes:
January 2020**

	Description	Owner
Meeting Minutes	Capture minutes from each meeting	Chris Geertsma
Recreational Master Plan	Covers parks & fields owned by BH; Captures dimensions of all properties; Finish draft and schedule stakeholders meeting for feedback	Deb Varnerin
Fundraising	Shared plans on logo redesign and plans to create spirit wear for sale across multiple venues	Deb Varnerin
Fundraising	Updated on raffle license application	Deb Varnerin
Fundraising	Shared ongoing Friends of BH initiatives and ideas : HRD; March Madness	Deb Varnerin & Chris Geertsma
Chair Voting	Ed Gallitelli nominated as 2020 Chairperson Deb Varnerin nominated as 2020 Vice Chairperson. Both nominations were approved	No additional action needed
Bills, Trust Voting	Voted to bills & trust distribution. Both were approved	No additional action needed
Teen Scene Revenue	Proposed to re-look at at teen scene revenue split with Mountainside. Currently 50/50. Suggested we view by participation. Especially given the new baseball program with Mountainside.	Tom Barton - For future vote
Costs/Wages	Reviewed analysis of all costs and wages. The Senior Circuit is losing money.	Tom Barton - For future discussion

Rec Commission Notes & Minutes: February 2020

- Public Report reviewed – Kevin made motion; Ed second
- Met with TrueGreen - \$8K late spring for normal treatment & maintenance
 - o \$20K for seeding/top treatment
 - o Ed proposed we spend only where absolutely needed – all approved
- Spring Booklet will be released next week and registration will begin for Tues March 10 start
- Softball fields require assessment and review
 - o Look at Nokia for available fields
 - o Potentially re-evaluate a baseball field for a softball field
- Grant money has been approved – waiting for direction from town on next step
- Proposed a raise of \$1/hour per/employee
- DPW renovated picnic tables
- All agreed to a \$10K drainage study to continue forward movement of field improvement
 - o Investigate split or re-coup with BOE
- Carolyn met with Sena Paving for quotes for road by Swim Club
- Ed/Tom to meet on resurfacing project for courts this week
- Tom retiring – need to conduct diligence on role, activities and future structure
 - o Remaining meeting discussed options to be captured and reviewed separately

Rec Commission Notes & Meeting: March 2020

Rec Commission Notes & Meeting April, 2020

Reviewed March Report – Tom

Approved Report – Ed

Second – Arthur

New News:

-Memorial Day parade canceled

- Considering other options like Zoom event for Veterans
- July 4th still a consideration

-Spring Programming Cancellation

- Discussed refund process – CC reversals, household crediting, cut a check, no refunds
- 400 participant from approximately 130 households
- Tom will send note to commission for feedback 4/22 on language for letter

-Home Run Fence

- Campagno at fields Thursday, April 23 at 9am
- Dietzel and Geertsma contacted to attend
- Tri-county determining when they can come – worst case 1st week May

-Tom Retirement Jun 1

- Tom retirement extension consideration
- Pulled trigger with State may not be able to extend
- Suggested Deb take PAL, soccer liaison role and teach Carolyn (lights, contacts, etc)

-Rec Director Update

- Ed gave update on how search postponement was initiated
- Recap: October start date was negotiated vs. postponing through end of year
- Emails were sent to candidates thanking them. Those who part of our interest list were notified.
- Reach to Barbara in August for reposting
- Interviews September
- Need Plan in place for commission and town effective June 1 (POs, capital planning projects, leadership, budget, grant applications, DPW, municipal complex, etc) – Ed to facilitate a draft for group feedback working with Tom; assign tasks to rec commission

-Camps

- Summer Rec Camp unlikely to start in June. July and August TBD
- Teen Scene TBD
- Need to monitor and continually assess. Will need communications either way.

-Next Meeting – May 21

- Need to review coverage plan at this time including point people for various functions
- Review RMP

-Friends of BH

- Deb made donations to testing site from leftovers at Snyder Snack shack this week

Rec Commission Notes & Meeting: May 2020

Present: Ed, Tom, Deb, Kevin, Chris, Art, Rebecca

Old business reviewed-

- Congratulation to Tom on becoming a grandfather
- Refunding of monies back regarding spring rec sign up. Approximately 1600\$ has been given as donations- this is not the actual number
- More families still to go through
- Teen scene not cancelled, waiting for direction when to do that
- Tom met with Tom the town engineer to look at drainage at lower Colombia. In his professional recommendation a professional company should do the work, not the town DPW. Reason is that it is a technical component that our DPW might not have access to certain equipment to do the job “correct”. Follow up to include getting 3 estimates and presenting back to Recreation Commission. Estimated cost between \$10,000-\$12,000. This would be considered part of Phase I out of several to get this area resolved. Next Phase could be re-paving. TBD

New business

- Vote unanimously taken to elect Ed and Deb as interim co-directors as of date of Tom’s retirement through September. Part of May, June, July, August and September when the search for an acting director will resume.
- Tom, Ed, & Deb to meet with Carolyn Friday May 14 regarding recreation commission role for summer and establishment of Ed and Deb as interim co-directors.
- Carolyn to attend next meeting scheduled May 21, 2020 at 7:00pm to discuss different plans regarding summer camps in session, virtual programming, or combination there of
- No decision about camps until Governor makes announcements. Could be up to June 5. Discussion with no decision for a hard date for Recreation commission to decide on programming for summer, maybe get input from town attorney regarding liability for programming.

If camps run looking at start date somewhere around July 6 and potentially running later in August. Much discussion regarding protocols and would parents even send kids. Dialogue to continue as situation is “fluid”.

- Decision made to make a “press release statement “in the coming weeks indicating to the Berkeley Heights community that recreation department is following guidelines by the governor regarding summer programming and we will provide information as we are able to.
- No resolution/decision made regarding options for Trish, Jenny and Kelsey for summer. Follow up.
- Brief discussion on drive in movie theater. Deb, Tom and Rebecca to meet at little flower to measure parking lot

Rec Commission Notes & Meeting: June 2020

1. Drainage Project

1. Ed reviewed bids from three contractors
2. Voted to go with JL Franchino unanimously (lowest bid and local)
3. Shared costs with Township and BOE, including money from unused grant
4. Carolyn will move forward with initiating job

2. Stump Removal

1. Ed reviewed bids from two contractors
2. Voted to go with Chestnut unanimously (lowest bid and local)
3. Carolyn will move forward with initiating job

3. Movie night with Boxcar

1. Verify concert in park has been cancelled -Carolyn to confirm
2. BH residents only for Boxcar unless we need participation
3. Local restaurants will partner with Boxcar for food order & delivery
4. Gates open 7:15pm and movie starts 8:30pm
5. No alcohol and rain date will be determined
6. Business Association will start marketing
7. Not a fundraising activity we do not monetarily benefit
8. Voted to move ahead unanimously

1. Pickleball /Tennis permits

1. Pickelball exceeded tennis in popularity
2. Compared to NP decisions of not charging

3. Voted to leave rates same for this year with evaluation for increase in 2021 unanimously

2. **Snyder Baseball Field**

1. Travel teams are moving forward and would like to use the fields
2. Scheduling discussed – we do not want Union County to take this away from us
3. Nothing in contract says County is entitled to scheduling rights
4. Voted to keep scheduling with rec commission unanimously

3. **YMCA Memorial Field Use**

1. Discussed conflict with local camps (All Sports, Soccer camp, etc)
2. Voted to allow use unanimously

1. **Grants**

1. We have until July 15 to submit plan for any additional unused funds
2. Everything we submitted had been accepted minus a \$1,200 submission from PAL (need an invoice)
3. \$85K in grants was available—8 projects were submitted and two ½ in progress. (Columbia, Sansone fences and 1/2 drainage)
4. Approximately \$55K still available. Because this is a matching grant we'd need to submit \$110K in priorities
5. MKM retaining wall; paving to swim club; lower Columbia playground; baseball batting cages at Sansone & Columbia; replace backstop at Sansone; replace structure at entrance of PG camp
6. Deprioritize Batting cages and playground equipment from original list
7. Suggested Shading shelter over Columbia and paving of area to swim club as next

2. **Disc Golf**

1. Nokia not allowing anyone on property remainder this year (besides employees) so this property not viable for golf or softball
2. Passaic and Snyder were other locations
3. Suggesting a feasibility study at Snyder and Passaic – led by residents who are really pushing this
4. Ed going to respond to Susan Poage with suggestion

1. **Playground Camp**

1. Carolyn created a plan on how to run camp ie; three check in desks for temp taking daily, reduced lunches; no socials
2. Rebecca, Chris, Kevin, Ryan, Deb and Ed are a no for camp this year based on liabilities.
3. Kevin made point that we would have to sign off on attestation form and would like to know where the town stands
4. Artie and Carolyn voted yes for camp.

5. Majority of council is not in favor. Ed will review with the Mayor 6/12 and we will have another meeting based on feedback Tuesday 7pm