

**STILLWATER TOWNSHIP
RECREATION COMMISSION
November 7, 2011**

A regular meeting of the Stillwater Township Recreation Commission (RC) was held at 7:30 pm at the Stillwater Municipal Building, Stillwater, New Jersey. The meeting was called to order by Commission Chairperson Lisa Chammings with the statement read that this meeting is in compliance with the Open Public Meetings Statement. The flag was saluted and roll call taken.

MEMBERS PRESENT: Ms. Chammings, Mr. Chammings, Mr. Kately, Mrs. Fritsch, Mrs. Sugar, Mrs. Franco

MEMBERS ABSENT: Mrs. Murch

Also present, Committeeman Fisher

MINUTES: Mr. Chammings made a **motion** to approve the October 3, 2011 minutes, Mrs. Sugar seconded.

Roll Call Vote: Ms. Chammings, yes, Mr. Chammings, yes, Mr. Kately, abstain, Mrs. Fritsch, yes, Mrs. Sugar, yes, Mrs. Franco, abstain

BILLS: The Commission had the following bills:

NJ Herald (Time change notice)	\$14.50
Tri-State Rentals (Fall Fest. Tent)	\$295.00
Mr. John Incorporated	\$261.00
Stillwater Park	\$87.00
Veterans Field	\$87.00
Volunteer Field	\$87.00
Total	<u>\$570.50</u>

Ms. Chammings stated that Mrs. Straway had pulled the tent bill from the Town Committee's bills because it had not yet been approved by the Rec. Commission. Ms. Chammings thanked her for following proper procedure. Mrs. Sugar questioned the bill for the tent. Ms. Chammings stated the RC provides the tent and janitorial services for the Fall Festival. The Historical Society covered advertising, the DJ and other expenses for the day.

Ms. Chammings made a **motion** to approve payment of the bills, funds permitting. Mr. Kately seconded.

Roll Call Vote: Ms. Chammings, yes, Mr. Chammings, yes, Mr. Kately, yes, Mrs. Fritsch, yes, Mrs. Sugar, yes, Mrs. Franco, yes

CORRESPONDENCE: none

Open Public Session: Ms. Chammings made a **motion** to open the meeting to the public at 7:37 pm, Mrs. Fritsch seconded. There being no discussion, Ms. Chammings made a motion to close OPS at 7:37, Mr. Kately seconded.

OLD BUSINESS

Parks Maintenance/Upgrades: Ms. Chammings stated that football season had ended, and maintenance needs to be done at Veterans Field. Steve Dalling will be seeding the field, using Mr. Chammings seeder. Ms. Chammings believed football or lacrosse still had some seed left over to be donated. She also stated if Mr. Dalling didn't have the time to get to the seeding, she and Mr. Chammings would do it.

Ms. Chammings made a **motion** to reseed Veterans Field at no cost to the Rec. Commission.

Mr. Kately asked how much seed would cost if the organizations didn't have any left over. Ms. Chammings didn't think it was very much, but that it would depend on the mix needed. Mr. Kately suggested the motion include the cost of seed if necessary. Ms. Chammings stated it cost \$700 for New Image Landscaping to seed and fertilize Volunteer Field.

Mr. Kately made a **motion** to reseed Veterans Field at a cost of up to \$400 if necessary for seed, Mr. Chammings seconded.

Roll Call Vote: Ms. Chamblings, yes, Mr. Chamblings, yes, Mr. Kately, yes, Mrs. Fritsch, yes, Mrs. Sugar, yes, Mrs. Franco, yes

Ms. Sugar asked when the reseeding would be happening. Ms. Chamblings stated as soon as possible. She will get in touch with Kimberly from KMFL. Mrs. Fritsch stated KMFL was having a board meeting at Wednesday at Kittatinny. She stated she would put the reseeding on their agenda. Ms. Chamblings stated she would prepare a memo to send to the meeting from the RC.

Ms. Chamblings stated Volunteer Field would be reseeded in front of the soccer goals. This will be done by soccer. She will let Mrs. Leonard know when the porta-potty should be removed from the field. The potty at Veterans will be removed on or about November 15.

Mr. Kately called the company about clay for the fields and hasn't heard back from them. He stated it may be too late in the year for a delivery. Ms. Chamblings stated there is \$3043 in the equipment line of the budget. It will cost about \$2500 for clay. This may need to wait until the spring.

Ms. Chamblings stated the fields are in decent shape considering the recent weather. She asked if any of the Commission members had put any thought into park planning. No one had anything prepared. She asked Mr. Fisher about the permit for the donated property. He didn't have any information.

New Sign/ Website Update: Ms. Chamblings reported that the website is being updated. She also stated that she didn't win the contest to obtain money to put toward a new sign. She would still like to pursue getting a new sign, perhaps to go in front of the Municipal Court Building.

4H Ring Proposal Update: Mr. Chamblings stated he had no update. He hasn't heard back from Mrs. Fisher. Nothing can be done until the spring. Ms. Chamblings stated the RC still needs to hear from Mr. Morville about any possible insurance concerns.

Stone Slab/Bench Update: Ms. Chamblings stated that still nothing has been done. Perhaps the tractor can be used to set the stone when the reseeding is being done. Mr. Chamblings asked what it would be set on. Ms. Chamblings stated perhaps two stones can be found near the parking lot that can be used as a base.

NEW BUSINESS

Tree Lighting: Mrs. Fritsch stated the tree lighting would be held on December 3rd at 7:00 pm. She stated that if the fire house wasn't available a table could be set up near the tree with hot cocoa, cookies and candy canes. Ms. Chamblings stated that would avoid needing to cross the street. Mrs. Sugar stated she would work on arranging for Santa. Ms. Chamblings stated someone needs to go check the electrical to be sure it is working. Mr. Chamblings stated he has a tester that can be used to check it. Ms. Chamblings said she would check it. She also stated Mrs. Sugar needs a key to the concession stand to switch on the power. Ms. Chamblings asked Mr. Fisher if the water test results for the concession stand had come back. Mr. Fisher stated he didn't know, but would check on it. Mrs. Fritsch stated last year Santa handed out candy canes, and they would need hot water and cocoa mix.

Mrs. Fritsch made a **motion** for up to \$300 for holiday tree lighting supplies, **Ms. Chamblings** seconded the motion.

Roll Call Vote: Ms. Chamblings, yes, Mr. Chamblings, yes, Mr. Kately, yes, Mrs. Fritsch, yes, Mrs. Sugar, yes, Mrs. Franco, yes

Mrs. Sugar asked if anyone had contact the Swartswood Fire Department Ladies Auxiliary. Mrs. Fritsch asked if Mrs. Sugar would contact them to see if they would like to be involved. Mr. Fisher asked if someone could approach the fire department about putting the date on their sign. Mr. Kately stated if they need a light generator to send a request to the Sheriff's department. Mrs. Fritsch stated she would email a request to Mr. Kately. Mrs. Fritsch asked where the lights are from last year. Mrs. Sugar stated they are at her house. Mrs. Fritsch asked her to please try them to see if they work. If more are needed they can be purchased from Shoprite. Ms. Chamblings suggested asking the temporary CFO for the Shoprite card soon. Mrs. Sugar asked when the tree would be decorated. Mrs. Fritsch stated the night before, December 2nd. Mrs. Sugar asked if there was a tree topper. Mrs. Fritsch stated Mrs. Sugar should pick one up.

Holiday Home Decorating Contest: Mrs. Fritsch stated she won't be here that weekend but could do all the prep for the contest. She is running a notice about it in the school newsletter. The categories need to be decided on and the judging forms may need to be changed. After some discussion the categories chosen were Most Beautiful, Most Creative, Most Fun, and Most Colorful. Judging will take place the weekend of December 16th – 18th. Mrs. Fritsch stated she was surprised by people with beautiful homes that didn't enter. Mrs. Franco asked if an entry form could be left in the mailbox of someone to suggest entering. Mrs. Fritsch stated there has to be a deadline for entry though, so a map can be made up for the judging. The prizes last year were Shoprite cards, a gym membership, and a Blue Ribbon gift certificate. Mrs. Fritsch stated the Shoprite cards were a good idea. Mrs. Sugar asked about maybe doing Walmart cards also. Mrs. Franco thought that was a good idea. Ms. Chamblings asked Mr. Fisher if a prize can be given by the Boat House. Mr. Fisher stated if it's given as a donation, yes. She stated she would ask, and encouraged members approaching other area business owners as well. The gifts will need to be in the form of a gift certificate or check. Mr. Kately suggested a Stillwater blanket as one of the prizes. Mrs. Sugar and Mrs. Franco thought that was a good idea. Ms. Chamblings asked the members to be prepared with prizes for the next meeting. Mrs. Fritsch stated the entry form would be ready and at the Town Hall by November 21st.

Reports: Mr. Chamblings received a phone call from Steve Dalling. He stated it looked like everything was all set for seeding on Saturday or Sunday. Ms. Chamblings stated she would check with Dave Manser for his recommendation on the type of seed.

Ms. Chamblings stated that Jim Giannetti dropped off a field use form before the meeting. They are requesting use of Volunteer Field from March 18, 2012 to June 24, 2012, from 4:30 pm to dark. Their insurance is good until September 1, 2012, and the rest of the form is in order.

Ms. Chamblings made a **motion** to approve the request, **Mr. Kately** seconded.

Roll Call Vote: Ms. Chamblings, yes, Mr. Chamblings, yes, Mr. Kately, yes, Mrs. Fritsch, yes, Mrs. Sugar, yes, Mrs. Franco, yes

Ms. Chamblings stated she has given a report to the Town Committee about the volunteer hours cleaning the parks. There were 65 ½ hrs. put in at Veterans Field and 22 hrs. at Stillwater Park. SLAP also put in many hours at Stillwater Park. Mr. Kately stated a copy of the report needs to be given to George Scott to submit for the volunteer hours, which are being compensated at \$28.25/hr. Ms. Chamblings stated thank you letters have been sent to the volunteers and that they did a great job!

Committee Member Comments: none

Liaison Report: Mr. Fisher stated the town's updated website would be up and running in a week or two.

Open Public Session: **Ms. Chamblings** made a **motion** to open the second OPS at 8:30, **Mrs. Fritsch** seconded.

Bill Steckowich stated that the community bulletin board by the Presbyterian Church is under-utilized. It can be used to advertise anything the RC wants. He uses 8 ½" by 22" paper to print up notices. Ms. Chamblings asked if it would need to be approved by someone. Mr. Steckowich stated he does most of the notices, and to just let him know what the RC would like posted. Ms. Chamblings asked if he would post the tree lighting information. Mr. Steckowich stated an LED light could be added to the sign for \$60 - \$70 to be able to see it at night. Ms. Chamblings stated that may violate a lighting ordinance.

Mr. Steckowich also stated that there are many telephone poles around that could possibly be used for the base for the bench. Mr. Fisher stated they can't be used because of what they are treated with. Ms. Chamblings stated that she and Mr. Steckowich could go for a walk on November 10th to look for rocks for the base of the bench.

There were no comments from public. **Mr. Kately** made a **motion** to close the second OPS at 8:36, **Mrs. Fritsch** seconded.

Executive Session: none

There being no further business, **Mr. Kately** made a **motion** to adjourn the meeting at 8:37 pm, seconded by **Mr. Chamblings**. In a voice vote, all were in favor. The next meeting will be held on Monday, December 5, 2011 at the Municipal Building.

Respectfully submitted,

Tammy Leonard, Secretary

Lisa Chammings, Chairperson