



**Recreation Commission
Meeting Minutes
December 5, 2022**

Please take note of next meeting at the end of minutes

Call to order

Mrs. Delaney called to order the regular meeting of the Recreation Commission at 7:02 pm followed by the Open Public Meeting Statement and Flag Salute at Stillwater Township Municipal Building.

Roll call

Mrs. Gardner conducted a roll call.

Members Present- Ms. Minervino (via zoom), Mrs. Richardson, Mr. Sylvester, Mrs. Tosti, Mrs. Delaney, Alternate #1 Mrs. Tsadilas, Alternate #2 Ms. Falatico

Members Tardy-

Members Absent- Mr. Carovillano, Mr. Reilly

Liaison- Mrs. Rumsey

Mrs. Delaney made an announcement former Rec Member Mrs. Tanya Stark passed away after Thanksgiving. A ceremony of Life will be held Saturday December 10, 2022 2pm at

Impact Christian Church 749 Route 565 Augusta, NJ 07822

A moment of silence for Tanya Stark

Mrs. Tosti made a suggestion in Honor of Mrs. Stark a plaque or memorial in the Community Center Garden. Mrs. Delaney recommended making a recommendation to the Township Committee to Honor Mrs. Stark.

Approval of minutes from last meeting

Motion to approve Minutes from November 7, 2022 Meeting with amendments made by Mrs. Tosti second by Mrs. Tsadilas. A vote was taken and all are in favor. Mrs. Tsadilas voted in place of Mr. Reilly and Ms. Falotico voted in place of Mr. Carovillano.

Payment of Bill – Total \$789.64

Alicia Gardner \$75.00, Amazon \$157.47, Septicare \$355.00, Jennifer Minervino \$117.17, Wildflowers with Tami \$85.00

Motion by Mrs. Tosti to pay Bills Second by Mrs. Richardson. Ms. Minervino Abstained.
A vote was taken and all are in favor. Mrs. Tsadilas voted in place of Mr. Reilly and Ms. Falotico voted in place of Mr. Carovillano.

Correspondence- Mrs. Tosti read the Memo from the Clerk regarding updated Policy for OPRA requests.

Open Public Session I

The meeting was opened to the public at 7:14 pm, Public Session was closed at 7:14 pm. No public participants wished to speak.

Amendments to the Agenda - Mr. Sylvester asked to add to New Business (E) Capitol Plan Discussion

Sub Committee Reports - none at this time Chairpersons are needed for the following Events

Clean Up Day- Mrs. Gardner – None at this time

Ms. Stillwater- Mr. Sylvester, Mrs. Minervino – None at this time

Stillwater Day/Fall Festival Mrs. Tosti, Mr. Sylvester & Mrs. Delaney- Oct 8: None at this time

Garage Sale Weekend- Mrs. Delaney- October 15 & 16: none at this time

Summer Camp- Mrs. Tosti- None at this time

County/State Fair- None at this time

Holiday Decorating Contests- Mr. Reilly-

Mrs. Delaney made a motion to reimburse Mrs. Gardner for 3 \$25.00 (\$75.00 total) for Holiday
Second by Mrs. Tosti

Tree Lighting- Board- Dec 2 Huge turnout. Costco and Shop Rlte expenses \$169. 22 \$47.68 total spent \$216.90 budget \$350. Mrs. Delaney sends thanks to Santa and the Fire Dept. Mrs. Tosti thanked all those behind the scenes.

Field and Pavilion Use Applications/Approvals/Scheduling- Mrs. Tosti- Mr. Sylvester recommended getting in contact with Leagues now that use fields to attend February meeting to review applications earlier for spring season to go over fields requested for use, equipment usage and inventory. Mrs. Tsadilas asked if no representation at the meeting do they get information regarding what is expected from them for maintenance, usage etc.? Mrs. Delaney stated something can be made to attach to application.

Field Maintenance- Mr. Sylvester and Mr. Reilly – Mrs. Delaney stated the bench that was damaged is not repairable and is next to the POD. 4sm 4lg soccer goals and 4 benches

One bench that was broken and deemed unrepairable is owned by unknown. Possibly Travel or Rec soccer. Mr. Sylvester stated during inventory check 3 benches were on the field and a fourth bench was found off the field in the woods is repairable. It was left by the fence for Mr. Raff to inspect. The bench (owned by Stillwater Rec) is repairable. Red paint is marked on all Stillwater Rec Equipment at all fields. Clay having trouble being delivered. Mr. Raff is to have loosely spread. Mr. Raff will have delivered when the field is able to take the weight of the truck without doing damage. Price increased to \$75/ton motion not to exceed \$3,000 will still be able to cover clay requested. Equipment was marked with red paint or ST. (see Mr. Sylvester's inventory list attached). Equipment marked "Other Equipment" owner is unknown. Leagues were contacted to remove all equipment from fields for overseeding and aeration. The Commission will contact Mr. Ragazzo and Mr. Fernandez about removing equipment from Volunteer Field.

Equipment wish list 2023, but use any funds remaining Mr. Raff requested getting the equipment stated in the motion as soon as possible.

Mr. Sylvester made a motion to Purchase from BSN Diamond digger combo \$864 and 5 set of soft base ground mounts (set of 3 \$119)\$600.00 Totaling \$1464 Out of this years budget if available or immediately with next years budget. Second by Mrs. Tosti funds permitted. A vote was taken and all are in favor. Mrs. Tsadilas voted in place of Mr. Reilly and Ms. Falotico voted in place of Mr. Carovillano.

Community Center Activities- Mrs. Tosti/Mrs. Richardson / Mrs. Minervino:

Christmas Tea Saturday December 10 from 2-4pm 14 rsvp's currently. 5 Raffles.

Mrs. Minervino stated some feedback was to Watch a war movie, listen to speakers and were very open to getting together more frequently. Some good ideas as per Veteran's Indoor pickleball court even if at grade school. Thanked everyone for help and Ms. Minervino was thanked for bringing the new event

Plant Exchange/Educational Activities- none at this time.

Old Business

Grant Purchase List - Mr. Sylvester/Mrs. Tosti – Remaining balance on grant is \$19,070.74. Mr. Sylvester requested an updated quote from the fencing company. Mrs. Tosti has reached out original quote was \$17,500 and is now \$18,800 honoring original quote adding a little to repair of backstop. Mrs. Tosti reached out for an updated estimate to replace instead of repair backstop fencing. Mr. Sylvester will get a price of 475 ft of yellow topper. Decisions must be made by Dec 31 for prices to be held. A tentative workshop meeting may be held Monday Dec 19 to vote on the Grant purchase.

Equipment Wish List 2023: Combo Drag, Soft ground mounts, Pickleball Court at Veterans with needed net/equipment once parking lot is paved. (New Grant available and to be discussed for 2023)

Veteran's, Stillwater & Volunteer Parks: (see field maintenance and attached) Quotes for paving the parking lots from Mr. Raff with remaining use of the 2018 Ordinance funds. Mr. Sylvester and Mr. Carovillano performed an Inventory checklist on November 14.

New Business

Mailing Insert for July 2023 Tax Bills: Event List from Recreation Commission for Annual events will be submitted to the new Tax Collector Terry Beshada. Mrs. Tsadilas asked when a meeting to make the dates will take place. Mrs. Delaney stated mailing does not go out until July and it will be somewhat generic just mentioning events that happen and approximate dates.

New Grant Program for 2023- January 20, 2023 Submission Deadline 5pm- Mrs. Delaney read over what the Grant covers. Mrs. Rumsey stated the Community Center upgrades will be a big part of the grant request and Rec can add wish list for fields for the Grant. Mrs. Tsadilas has previous experience writing Grants. Mr. Sylvester stated it will take a lot of work and will need to have answers as will it fall within Stillwater Regulations, Professionals doing work. Does the Township Committee support it, does the Rec Commission want to do it. Keep Environmental Commission in mind as far as what they will agree with (trails etc. for handicap accessible) Speak with the Town Engineer about what can be utilized that is safe and can be used at Veterans for example.

Equipment Wish List 2023- Digger Combo and base mounts as listed in motion under Field Maintenance above.

Budget 2023- Mrs. Delaney stated will know by April if approved.

Capital Plan for Paving- Mr. Sylvester sent out a diagram to separate and organize. (see details of Mr. Sylvesters request attached along with Mr. Raff's report)

Mr. Sylvester made a motion to approve the Capitol Budget Plan for 2023 as previously discussed and attached detailed diagram provided by Mr. Sylvester (Capitol Plan of 2022 not completed due to increases). Second by Mrs. Richardson. A vote was taken and all are in favor. Mrs. Tsadilas voted in place of Mr. Reilly and Ms. Falotico voted in place of Mr. Carovillano.

Mr. Sylvester made a motion to approve the Parking Lot Improvements (Paving and Striping) as part of Capitol Budget Plan for 2023 as previously discussed and attached Quote as provided by Mr. Raff. Second by Mrs. Delaney. A vote was taken and all are in favor. Mrs. Tsadilas voted in place of Mr. Reilly and Ms. Falotico voted in place of Mr. Carovillano.

Open Public Session II: The meeting was opened to the public at 8:24 pm, Public Session was closed at 8:24 pm

Committee Member Comments - Mr. Sylvester wished all a Merry Christmas

Liaison Report- Mrs. Rumsey- Mrs. Rumsey - Congratulations and excellent job on Tree Lighting. Huge turnout.

Supplies missing from Community Center.

No black bags out of a 100 trash bags.

Order was placed should be there in a couple days.

Lock and Key will be put on door. Mrs. Rumsey and Mrs. Tosti have key to closet. New liaison will get key come January

Back door left open 4 pilots went out due to wind. A fire fighter found and relit burners

Dumpster Lock broken on ground possibly from garbage company during pick up

\$2,200 for furnace repair and is working currently. Still looking into a new furnace

Summer camp counselor files need to be kept in Town Hall. Mrs. Tosti is to give files to the Clerk and CFO as they are considered employees

New Garbage cans for Community Center from clean communities

All new LED lights in Town Hall, Community Center, Town Hall Bays, OEM office, DPW Garage. The company that installed lights has to come back due to lights out at the Community center.

Mrs. Rumsey stated she is looking forward to having a memorial for Mrs. Stark at the Community Center, a Bench, can use the front Gardens wherever the Rec Commissions sees fit.

Executive Session-Not at this time

Executive Session Actions-No action taken

NEXT MEETING WORKSHOP Meeting MONDAY December 19, 2022 @ TOWN HALL 6:30pm

Reorg and Regular Meetings Wednesday January 4, 2023 at the Community Center 7:00pm

Zoom link for January Meeting: <https://us02web.zoom.us/j/84317903313>

Adjournment:

Motion made by Mr. Sylvester second by Mrs. Tosti to Adjourn Meeting at 8:34pm.

A voice vote was taken and all are in favor.