 **STILLWATER TOWNSHIP**

**RECREATION COMMISSION**

**MEETING MINUTES**

**August 7, 2023**

**MEMBERS PRESENT:** Mrs. Minervino, Mrs. Falotico (via zoom), Mrs. Tsadilas, Mr. Sylvester, Mrs. Richardson, and Mrs. Tosti

**LIASION:** Mrs. Delaney was in attendance

# MEMBERS ABSENT: Mr. Carovillano, Mr. Reilly, and Mrs. Martin

Mrs. Tosti called the meeting to order at 7:07 p.m. with the statement that this meeting follows the Open

Public Meetings Act. Regular meetings are held on the first Monday of the month at 7:00 p.m., at the Stillwater Township Municipal Building located in Middleville, New Jersey. This meeting was held at the Stillwater Township Municipal Building. The flag was saluted and roll call taken.

**Approval of Meeting Minutes:**

Mrs. Tsadilas made a motion to approve the minutes from the July 17, 2023, meeting, seconded by Mrs.

Minervino.

**Roll Call Vote:** Mrs. Minervino, yes, Mrs. Tsadilas, yes, Mrs. Richardson, yes, Mrs. Tosti, yes (Mrs. Falotico and Mr. Sylvester not yet in attendance)

**Payment of Bills:**

Mrs. Minervino made a motion to approve the payment of the following bills totaling $1,695.71, seconded by Mrs. Tsadilas.

**Roll Call Vote:** Mrs. Minervino, yes, Mrs. Falotico, yes, Mrs. Tsadilas, yes, Mrs. Richardson, yes, Mrs. Tosti, yes (Mr. Sylvester not yet in attendance)

*Swank Motion Pictures, Inc (3 movie showings) - $1,185.00*

*Swank Motion Pictures, Inc (Angels in the Outfield) - $395.00*

*Shop Rite (Movie in the Park supplies) - $115.71*

**Correspondence:**

None at this time.

**Open Public Session - Agenda Items Only:**

The meeting was opened to the public at 7:13 p.m. No one from the public wished to speak during the open public session. The meeting was closed to the public at 7:13 p.m.

**Amendments to the Agenda:**

No amendments were made to the agenda.

**Old Business:**

# County Senior Program Update –

Tai Chi is currently in session. They have temporarily moved to Veteran’s Park due to Summer Camp. The program is getting positive feedback – members are loving it.

# Collaboration with Hampton and Stillwater Seniors – Chair Yoga

No updates.

**New Business:**

No new business to report.

**Sub-Committee Reports:**

# Clean Up Day - Mrs. Tosti

2023 Fall date – to be determined

No updates.

# Miss Stillwater, Little Miss and Mr. Stillwater - Mr. Sylvester/Mrs. Minervino/Mrs. Falotico

# 5/12/2023

# No updates.

**Stillwater Day/Fall Festival - Sub Committee for 2023 Mrs. Tosti/Mrs. Richardson (Mrs.**

# Minervino/Mrs. Falotico as needed)

10/7/2023 Rain Date: 10/8/2023

There was no meeting – not enough members were able to make it. An email meeting took place instead where each member reported on their specific duties. Mrs. Delaney recommended that meetings should be taking place twice per month with the event being so close.

Mrs. Delaney –

*Popcorn Machine*

It has been previously discussed whether an investment should be made in purchasing our own popcorn machine or continue to rent. If purchasing, Ed Caffrey made the recommendation for a machine costing $1,250. Mrs. Delaney is unsure if this is the wholesale price or the retail price. She will further investigate a final price. We have previously spent $475 to rent both the cotton candy machine and popcorn machine (supplies included). We need to consider the sales from the popcorn machine and how long it will take to see the pay off. How many times per year will it get used? Will it become a storage/maintenance issue? There are cheaper options – we can continue to research and further discuss at our next meeting.

*Fall Festival Budget*

Mrs. Delaney asked if there was any further discussion on expenses/budget for the Fall Festival. Mrs. Tosti confirmed there has no been no discussions regarding the budget. $4,200 was spent for our 2022 Fall Festival. However, some items/attractions will not be included in this year’s expenses (no petting zoo, no lawn signs, no t-shirts) which will help alleviate some costs. The Fall Festival Committee will need to come up with a budget list as soon as possible and consider making a motion to approve.

*Bounce House*

Ed Caffrey has a Star Wars bounce house available. Since it doesn’t fit into our theme, there was little interest in renting it. Considering the number of children who attend this event, members of the Recreation Committee believe it is necessary. It was a huge attracting and success at last year.

# Garage Sale Weekend - Mrs. Wunder

10/14/2023-10/15/2023

October 14th & 15th has been set for our Fall Garage Sale weekend. It has been added to the Township website calendar. October 13th is our last outdoor movie showing for the year, so it was mentioned we could advertise and hand out maps at the event – very helpful! The applications will be updated and available at Town Hall as well as on social media/Stillwater’s website immediately. The Herald has been contacted to set dates for advertisement. It was brought to our attention payment was not made for our Spring 2023 advertisement. Our CFO never received a bill, but it has been paid in full so we may proceed with our Fall advertisement. It was previously discussed utilizing the Community Center parking lot (or other available locations such as one of our park parking lots) for those who wish to set up a table to sell items. This may draw attention to those who are either uncomfortable having a sale at their home address or just feel they are too out of the way location wise to participate in the map. The details of this will be finalized in the remainder of 2023 and more than likely be an option for the Spring 2024 Garage Sale Weekend.

# Summer Camp - Mrs. Tosti

8/7/2023-8/14/2023

Started today. There is a great turnout. The children are excited and the counselors are very involved. This year has been more organized in comparison to past years, especially for the craft section. Indoor/outdoor games were a success. There has been a request for new tables for the Community Center. It has been especially noticeable during this event that with the new flooring the tables shift and fold. It is likely that the children are kicking the legs of the chairs, but the flooring is making it easier for the tables to fold and slope. Mrs. Delaney mentioned that she believes new tables are on the wish list, but she will make it a point to bring it up at the Township Committee meeting. Upcoming events at the Community Center were discussed and advertised during Summer Camp (Thursday 8/10 – Water Magic Show. Tuesday 8/15 – K9 Demonstration. Thursday 8/17 – Rizzo’s Lizards).

# County/State Fair - Mrs. Richardson

August 2023

This year’s theme for the Municipal displays is “More to see in ’23.” It was asked that the focus be on our Municipality’s local businesses, recreational activities, and schools. Mrs. Richardson was leaning towards doing a map of Stillwater and titling it “Take a Ride” or “Take a Tractor Ride” (to in cooperate the tractors at Fall Festival), but unfortunately had to change it. The new theme was Winter/Spring/Summer/Fall and what is offered during each season in Stillwater. There was a lot of positive feedback regarding our display.

**Halloween & Holiday Decorating Contests – Mr. Reilly**

Mrs. Tosti will speak to Mr. Reilly regarding an advertisement flyer for the Halloween contest.

The Trunk or Treat event (Community Center) is set for 10/21/2023. It is undecided whether this event will be held during the day or the evening. The actual Trunk or Treat will be held in the Community Center parking lot, but attendees will be parking across the street (at the park). It may be safer for families crossing the road to be doing so during the day. Holding this event at the Community Center is preferred over other locations due to the access of the interior (bathroom access, refreshments, crafts, etc). Mrs. Falotico, Mrs. Martin, and Mrs. Tsadilas will be working on this event.

**Tree Lighting**

12/2/2023 Snow Date: 12/2/2023

No updates.

# Egg Hunt - Mrs. Falotico/Mrs. Martin

2024 date to be determined

Veterans Field

No updates.

# Field/Pavilion Application Approvals, Scheduling - Mrs. Tosti

# *William Olmsted*

# *Sussex County Men’s Fall Softball League*

# *Stillwater Park*

*8/27-11/19*

*8:30 a.m.- 12:30 p.m.*

*Sundays*

*Insured*

Mrs. Minervino made a motion to accept the field use application from the Sussex County Men’s Fall Softball League, seconded by Mrs. Richardson.

**Roll Call Vote:** Mrs. Minervino, yes, Mrs. Falotico, yes, Mrs. Tsadilas, yes, Mr. Sylvester, yes, Mrs. Richardson, yes, Mrs. Tosti, yes

# Field Maintenance - Mr. Sylvester/Mr. Carovillano

No updates.

**Community Center Activities (Seniors):**

**Town History Night – Mrs. Richardson**

8/23/2023

6:30 p.m.

This event was sparked by a local resident Mr. Goriscak. Mr. Goriscak resides in a home that is haunted, and he has written several books in the past. He is currently in the process of writing another book and is interested in getting some feedback to include in his findings. Since he is not comfortable with public speaking, Andy Martin will be the speaker for this event since this is a topic of interest for him as well. Light refreshments will be provided. Mrs. Richardson will reach out as the event gets closer if she needs any additional assistance.

**Educational Activities:**

**Sussex County Sherrif’s Office K9 program – Mrs. Minervino**

8/15/2023

1:00 p.m.

Light refreshments will be provided – volunteers will provide. The event is set – there are no further updates.

**Movie Night – Mrs. Falotico**

7/28/2023

Angel’s in the Outfield

Stillwater Park

Since this was our first time hosting an event of this nature, there was not an overwhelming turnout. The humidity and bugs made it hard to sit and relax. The movie couldn’t start until after 9:00 p.m. (it needs to be dark in order to see the movie screen). Due to these reasons, it was suggested we move our August 25th showing to a later date (possibly September). Committee members were thanked for their hard work and enthusiasm during the event. It was a great trial run.

**POW/MIA Dinner – Mrs. Minervino**

9/15/2023

4:00-6:00 p.m.

Community Center

According to the Town Hall, there are 15 attendees so far. Due to Mrs. Minervino introducing the “missing mans” table and the tables for the event being set for a dinner, it is preferred that this event is catered versus potluck style. We will contact our local restaurants and obtain pricing for a tray of chicken parmesan, pasta, and salad. Mrs. Tosti will contact our CFO to inquire about the funds in our Activity Club and whether it can be used for this event or not.

Mrs. Minervino asked if the “missing man” table could become a permanent fixture in the Community Center. Although this is a great idea, there are so many people utilizing and renting the center so this may present an issue regarding space. However, we may be able to set up a small dedication near the front corner (by the trophy case). Mrs. Delaney will suggest this during the next Township Committee meeting.

**Open Public Session:**

The meeting was opened to the public at 8:10 p.m.

*Heros on the Water – Mrs. Tsadilas*

9/9/2023 or 9/10/2023 (date has yet to be set)

8:30 a.m.

Swartswood Park

Event open to everyone. No attendance fee. The event is dedicated to a group of wounded warriors who will get the opportunity to spend the morning kayaking. Thirty kayaks are provided. Bagels/coffee/juice will be provided. Lunch will be served around 12-12:30 when everyone is due to come off the water. The event will end with awards (if given) and departure around 2:00 p.m.

*Open Mic Night – Mrs. Minervino*

Mrs. Minervino was approached by Deb DeAnne to propose a poetry and acoustic music (no bands/percussion) open mic night. She used to offer them at Harmony Hill Church and would love to host one with the Recreation Commission at the Community Center. Mrs. DeAnne does the set up and sound system. She is available to offer this event Tuesday evenings after 9/15/2023. This is a free event – all are welcome to attend. A bake sale can take place during the event and all proceeds will get donated to the Activity Club. More information was requested from members – what does she expect/need from us? Mrs. Minervino will inquire and follow up at our next meeting.

*Veteran’s Event – Mrs. Minervino*

11/11/2023 (tentative)

2:00-4:00 p.m.

Community Center

This event has been offered in the past – it will be similar in nature. Raffle/guest speaker/light refreshments. This event can be advertised during Heros on the Water.

*Toys for Tots – Mrs. Minervino*

Steve Ackerman is a contact for the marines for this event. The Stillwater Town Hall will be a collection point for the donation box (during business hours only). However, Mrs. Minervino will also act as a drop off point/pick up person for anyone who cannot make it during business hours. The unwrapped gifts are collected and brought to Picatinny. They are distributed to the necessary locations from there. If there are any residents within our community in need, they will get first pick.

*Christmas Craft Fair/Bake Sale – Mrs. Tsadilas*

Mrs. Tsadilas would like to add this event to our calendar. Money from the bake sale and table rentals can be donated to the Activity Club. This will be further discussed at our next meeting.

Public session was closed at 8:32 p.m.

**Committee Member Comments:**

No committee member comments.

**Liaison Report - Mrs. Delaney**

* A good friend of Vera’s passed away last week, Dee Drake. There will be a celebration of life honoring her at the Stillwater Firehouse on Sunday at 1:00 p.m.
* A part time Deputy Clerk (Valerie Ingles) and part time Receptionist (Danielle Locasio) were hired. Both are more than qualified for the positions. If you see them, please say hello.
* The resignation of Paul Hawkins has been accepted.
* Community Center Updates – new chairs are in and new double doors have been installed (handicap accessible). Further instruction and work need to be done regarding the doors, but that will be completed shortly.
* Resolution in place for the disposal of the old chairs

**Executive Session/Session Actions:**

None at this time.

**Adjournment:**

Mr. Sylvester made a motion to adjourn the meeting at 8:43 p.m., seconded by Mrs. Richardson. A vote was taken, and all were in favor.

Respectfully Submitted,

Danielle Wunder, Secretary