



**STILLWATER TOWNSHIP  
RECREATION COMMISSION  
MEETING MINUTES**

**February 3, 2025**

**MEMBERS PRESENT:** Mr. Carovillano, Mrs. Minervino, Mrs. Falotico, Mrs. Trotter, Mrs. DiBattista (7:27 p.m. via zoom), Mrs. Richardson, and Mrs. Tosti

**LIASION:** Mrs. Delaney and David Manser were in attendance

**MEMBERS ABSENT:** No members were absent

Mrs. Tosti called the meeting to order at 7:02 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. Richardson made a motion to approve the minutes of the January 6, 2025, meeting, seconded by Mrs. Tosti.

**Roll Call Vote:** Mr. Carovillano, yes, Mrs. Minervino, yes, Mrs. Falotico, yes, Mrs. Trotter, yes, Mrs. Richardson, yes, Mrs. Tosti, yes

**Payment of Bills:**

Mrs. Tosti made a motion to approve the payment of the following bills totaling \$18.70, seconded by Mrs. Falotico.

**Roll Call Vote:** Mr. Carovillano, yes, Mrs. Minervino, abstain, Mrs. Falotico, yes, Mrs. Trotter, yes, Mrs. Richardson, yes, Mrs. Tosti, yes

*Jennifer Minervino (Reimbursement for Petty Cash Payment) - \$18.70*

**Correspondence:**

There was no correspondence.

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

The meeting was opened to the public at 7:09 p.m.

Steven Dell came to represent the North Jersey Coed Adult Softball League to request field use.  
*Stillwater Park*

*Tuesday evenings*

*4/1/25-6/13/25*

*Application received*

*Insured*

*They have also requested use of the fields Monday-Thursday from 6/14/25-8/21/25 as well as 8/2/25, 8/9/25, 8/16/25, and 8/23/25 (for tournaments) after Little League is done with their season.*

Mike verified that he would work together with the Adult Softball League to set a schedule (it also depends on All Stars) that will work for both teams.

Mrs. Tosti made a motion to approve the field use Tuesdays evenings from 4/1/25-6/13/25 and approval for the remaining days/times listed above pending the Little League schedule, seconded by Mr. Carovillano.

**Roll Call Vote:** Mr. Carovillano, yes, Mrs. Minervino, yes, Mrs. Falotico, yes, Mrs. Trotter, yes, Mrs. Richardson, yes, Mrs. Tosti, yes

*North Jersey Cricket Academy (100 children)*

*Veteran's Field*

*Weekends*

*April-July*

Mrs. Tosti asked their representative what field requirements are needed for cricket. Their representative said cricket requires a 10ft by 70ft playing area with low cut grass. The teams bring their own mats to play on top of the grass, but since they are heavy they request storage of their mats. In each playing site there are 11-12 players so 24 total players with the addition of parents/attendees. The games are 5-6 hours in length. Mrs. Tosti mentioned that we would need to speak to the Township Committee for approval since they are a new team requesting field use. To prepare, Mrs. Tosti recommended they fill out an application with proof of insurance attached. In addition, she requested they please include how many of the children are Stillwater residents and their school districts. The Recreation Secretary's email was given to their representative so that an all-appropriate forms could be sent.

The meeting was closed to the public at 7:25 p.m.

**Amendments to the Agenda:**

There were no amendments made to the agenda.

**Old Business:**

There was no old business to report.

**New Business – Stillwater PTA Tricky Tray Donation Request:**

The Stillwater Township annual tricky tray is in March 2025 and would like to request our assistance with helping them continue to enrich our students' academic experience by donating

or becoming an event sponsor. Since we have donated in the past, the Commission agreed to continue doing so.

Mrs. Tosti made a motion to approve donating (2) one-week sessions to Summer Camp and a Stillwater blanket to the Stillwater Township annual Tricky Tray, seconded by Mrs. Minervino.

**Roll Call Vote:** Mr. Carovillano, yes, Mrs. Minervino, yes, Mrs. Falotico, yes, Mrs. Trotter, yes, Mrs. Richardson, yes, Mrs. Tosti, yes

### **Sub-Committee Reports:**

#### **Clean Up Day - Mrs. Tosti**

**4/5/2025**

Mrs. Tosti is working closely with the CFO to confirm all the details. The CFO is contacting the DPW in reference to accepting tires. The shredder is confirmed for cleanup day.

#### **Miss Stillwater, Little Miss and Mr. Stillwater – Mrs. Minervino**

**6/1/2025**

**3:00 p.m.**

The contest date and time has been set. The Community Center is open and will be secured as soon as possible. The flyer is complete with all necessary details and contact information.

#### **Stillwater Day**

**6/7/2025**

It is a work in progress. The Historical Society has contacted Mrs. Tosti via email. Mrs. Tosti will be inviting them to our February workshop meeting to discuss details as well as timing and the parade. There was some discussion on events and entertainment, but to save time during our regular meeting the discussions will be continued at the workshop meetings. Before moving on, Mrs. Falotico needed confirmation on arrival and departure times for food trucks as they had inquired. Mrs. Delaney and Mrs. Tosti recommended telling them 1:00 p.m. until after fireworks. Mrs. Delaney and Mrs. Tosti will finalize the application with the time and forward to Mrs. Falotico.

#### **Garage Sale Weekend - Mrs. Wunder**

**5/17/2025 & 5/18/2025**

The banner and application will be updated and available by March. Mrs. Wunder will contact the Township Journal in March as well. The deadline for applications is set for 5/2/2025. The map and list will be completed and sent to print by 5/5/2025 and available to the public by 5/12/2025. Mrs. Wunder requested that Mrs. Delaney (of Minisink Press) send a quote for printing of the list/map as well as new signage for advertisements. The signage will be like the ones we have used in the past, but an option to easily and neatly change out the dates in needed such as Velcro.

Mrs. Tosti made a motion to approve the 2025 Garage Sale budget for \$375.00, seconded by Mrs. Minervino.

**Roll Call Vote:** Mr. Carovillano, yes, Mrs. Minervino, yes, Mrs. Falotico, yes, Mrs. Trotter, yes, Mrs. DiBattista, yes, Mrs. Richardson, yes, Mrs. Tosti, yes

#### **Summer Camp - Mrs. Tosti**

**8/11/2025-8/22/2025**

A resident Karen R. has donated tons of crafting supplies – thank you!

**Sussex County Day**

No updates.

**Decorating Contests (Holiday) – Mrs. Minervino**

Gift cards still need to be purchased. Once they are secured, Mrs. Wunder will send out to winners via mail.

**Tree Lighting – Mrs. Tosti/Mrs. Richardson**

No updates.

**Egg Hunt – Mrs. Falotico**

**4/12/2025 RD: 4/13/2025**

Egg stuffing date – to be decided.

**Field/Pavilion Application Approvals, Scheduling – Mrs. Tosti**

Field use was discussed during the Open Public Session. The application is being updated and will exclude Covid information as well as any other information that is no longer relevant.

**Field Maintenance - Mr. Carovillano**

All fields are resting under snow. Mr. Carovillano obtained a quote from Mr. Jason regarding the mound and batter boxes. Given the bricks are usable, the quote was \$2,500. If not, a few hundred can be expected to cover the brick cost. It will be a one-day job, however, it cannot be completed until June. Although the quote is very reasonable, Mr. Carovillano will obtain a few more quotes to be sure. Mr. Manser agreed that the quote sounds fair as well. Unfortunately, no one local is interested or willing to do the work. As mentioned before, Little League may be able to partially cover the cost.

**Senior Wellness Program – Dawn Tighe**

**March or April (tentative)**

**Dates TBD**

The WISE (Wellness Initiative for Senior Education) Vets Wellness Program is for veterans 64 and older, spouses, and widows of veterans. It addresses veterans' unique health challenges by providing educational tips on managing health, reducing disease risk, and improving overall well-being. Participants will benefit from interactive sessions covering the aging process, disease prevention, medication management, and strategies for a healthier lifestyle. The program also offers a platform for veterans to connect with peers, share experiences, and learn about veteran-specific resources. Free lunch, educational discussions, activities, and guest speakers are included.

Members of the Recreation Commission do not have to attend, but please relay this information to anyone who may be interested!

**Community Center Activities:**

**Senior Citizen Valentine's Dance – Mrs. Richardson**

**2/8/2025**

**5:00-7:00 p.m.**

**Stillwater Firehouse**

There are 50 attendees who have RSVP'd. Rick Nothstine will be DJing. The event will be partially catered, and the remaining food needs will be donated. Mrs. Richardson requested that Mr. Nothstine and the food caterer provide an invoice so that they can get paid the day of the event. Bill Hughes will be in attendance to bartend the event. Mrs. Richardson needs a few volunteers to help direct attendees for parking. Mrs. DiBattista offered to help during the event. Mrs. Richardson thanked everyone who contributed to prize donations.

**Educational Activities:**

**Veteran's Event – Mrs. Minervino**

**11/9/2025**

**Community Center**

This event was previously offered as breakfast but will be a luncheon moving forward. It was also noted that Mrs. Minervino will be hosting another First Responders Event as well to be held on 9/7/2025.

**Sheriff's Office – Mrs. Minervino**

**1:00-2:00 p.m.**

**Community Center**

**All are welcome!**

*3/18/25 13 Signs Your Home is Vulnerable*

*5/13/25 Senior ID Cards*

*7/15/25 Phone Numbers to Know*

*August TBD K-9 Demonstration*

*9/16/25 911 Center*

*11/18/25 Car Theft Device*

All dates and topics were listed in an email to the Commission. The Community Center needs to be confirmed.

**Trunk or Treat –Mrs. Trotter**

**10/26/2025**

**Veteran's Field**

No updates.

**Pop Up Vendor Fair – Mrs. Tosti**

No updates.

**Plant Exchange – Mrs. Tosti**

Karen King is hosting a “Seed Starting” with seniors so it may be possible to incorporate this with the plant exchange. Mrs. Tosti and Mrs. King will meet to discuss this further. Mrs. Minervino mentioned someone who is very interested in this as well.

**Bicentennial Workshop Meeting-**

February 17, 2025, at 7:00 p.m.

**Open Public Session:**

The meeting was opened to the public at 8:17 p.m.

Andy Martin will attend the workshop meeting for the Historical Society. It is very important for Mr. Martin to do his part and hopes to do this together to make the event special for Stillwater residents. He is looking forward to ironing out details during the meeting. Mr. Martin asked if we had a logo we would be using to which the Commission replied yes (our usual logo with added flair for Bicentennial).

Mr. Martin also requested use of the Community Center for all available Saturdays during March and April (in an email to Mayor Chamings) in regards to extending the celebration of our Bicentennial with a series of presentations about the history of Stillwater and surrounding communities. The first presentation will be on the township roads and why they are named the way they are. Mr. Martin is open to all suggestions for what residents may be interested in learning more about. Mayor Chamings mentioned that the Community Center is heavily utilized on the weekends and suggested using the Town Hall instead. The Town Hall may be difficult if the event gets too large, but it may be the best option if the Community Center is unavailable.

Open public session was closed at 8:40 p.m.

**Committee Member Comments:**

There were no Committee member comments.

**Liaison Report - Mr. Manser and Mrs. Delaney:**

- The DPW has been busy with storms and their supervisor is back full time.

- The budget will be confirmed at the Township Committees next budget meeting. The schedule will be adopted in upcoming months.
- The planning board had their reorganization meeting on 1/15/25 at which bills were paid. Bob Pierce (Chairman), Karen Puccio (Vice Chairman), and Penny Bair (Secretary) were voted in. There is a new board member who is very interested in Stillwater. Jackie McDonald was sworn in as well.
- Bob Lippencott moved from the Planning Board to the Environmental Commission.

Mr. Manser reported on behalf of the Township Board of Education since he is their liaison as well.

- The existing President and Vice President were voted in.
- There will be new programs and creative ways to keep programs going as funding is always an issue.

**Adjournment:**

Mrs. Tosti made a motion to adjourn the meeting at 8:42 p.m., seconded by Mrs. Richardson. A vote was taken, and all were in favor.

Respectfully Submitted,  
Danielle Wunder, Secretary