



**STILLWATER TOWNSHIP  
RECREATION COMMISSION  
MEETING MINUTES**

**September 8, 2025**

**MEMBERS PRESENT:** Mr. Carovillano, Mrs. Falotico, Mrs. DiBattista (via zoom), Mrs. Trotter, Ms. Klamerus, Mrs. Richardson, and Mrs. Tosti

**LIASION:** Mrs. Delaney and Mr. Manser (7:49 p.m.) were in attendance

**MEMBERS 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. Trotter made a motion to approve the minutes of the August 4, 2025, meeting, seconded by Mrs. Richardson.

**Roll Call Vote:** Mrs. Falotico, yes, Mrs. DiBattista, yes, Mrs. Trotter, yes, Mrs. Klamerus, yes, Mrs. Richardson, yes, Mrs. Tosti, yes (Mr. Carovillano not present for this vote)

**Payment of Bills:**

Mrs. Tosti made a motion to approve the payment of the following bills totaling \$4,614.64, seconded by Mrs. Falotico.

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

*Septicare (August 2025 Porta John Rentals) - \$430.00*

*Counselor #1 (2025 Summer Camp) - \$581.20*

*Counselor #2 (2025 Summer Camp) - \$290.60*

*Counselor #3 (2025 Summer Camp) - \$464.96*

*Counselor #4 (2025 Summer Camp) - \$581.20*

*Counselor #5 (2025 Summer Camp) - \$581.20*

*Counselor #6 (2025 Summer Camp) - \$581.20*

*Counselor #7 (2025 Summer Camp) - \$523.08*

*Counselor #8 (2025 Summer Camp) - \$581.20*

Mrs. Tosti made a motion to approve the payment of the following bills totaling \$1,780.86, seconded by Mrs. Falotico.

*Gina Richardson (2025 Summer Camp Counselor) - \$610.26*

*Tara Tosti (2025 Summer Camp Head Counselor) - \$880.00*

*Traci Trotter (2025 Summer Camp Counselor) - \$290.60*

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

**Correspondence:**

There was no correspondence.

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

The meeting was opened to the public at 7:10 p.m. No one from the public wished to speak during the open public session. The meeting was closed to the public at 7:10 p.m.

**Amendments to the Agenda:**

There were no amendments made to the agenda.

**New Business – Introduction of New Member Application for Alternate #1 Position:**

Mrs. Tosti read an application that she received from a resident interested in becoming a member of the Recreation Commission. Mrs. Tosti asked Mrs. Wunder to invite her to our next meeting so that we may meet in person and she can see how the Recreation Commission operates. If she is still interested, the Commission can vote her in during the meeting.

**Old Business:**

**HSST Fall Fest  
10/11/2025**

Mrs. Tosti has submitted an application to act as a vendor during the Fall Fest. We will solely be responsible for our vendor table this year. Although the scarecrow contest is a success, it is very involved and leads to a lot of running around. If anyone is available to volunteer, please let Mrs. Tosti know. She will be sending the volunteer sheet via email.

**Sub-Committee Reports:**

**Clean Up Day - Mrs. Tosti  
10/4/2025**

Mrs. Tosti has sent the letter to all non-profits who have participated in the past two years. There are 18 groups maximum allowed. The shredder will be available at Town Hall from 9:00 a.m. – 12:00 p.m.

**Miss Stillwater, Little Miss and Mr. Stillwater – Chairperson Needed**

There are no updates.

**Stillwater Day  
6/6/2026**

The Recreation Commission confirmed the date for Stillwater Day 2026.

**Garage Sale Weekend - Mrs. Wunder  
5/16/2025 – 5/17/2025**

Garage sale dates were secured.

**Summer Camp - Mrs. Tosti  
8/11/2025-8/22/2025**

There were an estimated 60 children per week. All the programs were a success, especially the newly offered sewing guild and pickleball class. Mrs. Richardson did a great job capturing the highlights of Summer Camp through photos.

**Sussex County Day Expo  
9/14/2025  
11:00 a.m. -4:00 p.m.**

This is always a fun event to be a part of and there is an opportunity to meet so many new faces. If anyone can volunteer an hour of their time to relieve Mrs. Tosti or Mrs. Richardson it would be much appreciated.

Mrs. Tosti made a motion to raffle one Stillwater blanket off at Sussex County Day, seconded by Mrs. Trotter.

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

**Senior Events – Mrs. Richardson**

**Game Night  
Community Center  
11/14/2025  
6:00-8:00 p.m.**

Mrs. Richardson will be hosting the usual games with the addition of a new game – charades. There will be fall prizes. The flyer has been made, approved, and will be posted this evening.

### **Decorating Contests (Halloween) – Ms. Klamerus**

Instead of doing first, second, and third place, Miss Klamerus suggested the Commission decides on the first and second place winners but include a “People’s Choice.” To maintain contestants’ privacy (name/address), photos will be taken and submitted by the residents themselves for posting. The photos will be posted online, and other residents can vote on their favorite via google form. Mrs. Klamerus verified the prize amounts to ensure the flyer is updated accordingly. First place is \$50.00, second place is \$30.00, and “People’s Choice” is \$20.00. All applicants should be registered by 10/24 by 3:00 p.m., judging will be done between 10/27 and 10/31, and winners will be announced during our November meeting.

### **Tree Lighting – Mrs. Tosti/Mrs. Richardson 12/5/2025**

There are no updates.

### **Egg Hunt – Mrs. Falotico and Mrs. DiBattista 3/28/2025 Rain or Shine**

Start time to be determined.

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

*Roxanne Vassiliades  
Pavillion Use at Veteran’s Field  
10/18/2025  
4:00-6:00 p.m.  
Application and Hold Harmless submitted*

*Kimberly Klimek  
Pavillion Use at Veteran’s Field  
10/4/2025 or 10/5/2025  
Application and Hold Harmless still needs to be submitted*

Mrs. Tosti made a motion to approve the Pavillion use for 10/18/2025, seconded by Mrs. Trotter.  
**Roll Call Vote:** Mr. Carovillano, yes, Mrs. Falotico, yes, Mrs. DiBattista, yes, Mrs. Trotter, yes, Mrs. Klamerus, yes, Mrs. Richardson, yes, Mrs. Tosti, yes

Mrs. Tosti made a motion to approve the Pavillion use for 10/4/2025 or 10/5/2025 (since we will not have our next meeting until after the requested dates) pending submission of the application and hold harmless, seconded by Mrs. Trotter.  
**Roll Call Vote:** Mr. Carovillano, yes, Mrs. Falotico, yes, Mrs. DiBattista, yes, Mrs. Trotter, yes, Mrs. Klamerus, yes, Mrs. Richardson, yes, Mrs. Tosti, yes

*Kittatinny HS Baseball*  
*Swartswood Field*  
*Dates (TBD)*  
*Sundays (3 games total – 1 in September and 2 in October)*  
*After 11:00 a.m.*

*Adult Baseball*  
*Swartswood Field*  
*Dates will be chosen to work around other scheduled field use*

*Kittatinny Little League Baseball*  
*Swartswood Field*  
*Monday-Friday (typically utilized on Tuesdays and Wednesdays)*  
*5:00 – 8:00 p.m.*  
*Saturdays and some Sundays*  
*Coordinating with all other teams*

*Mrs. Tosti, Mr. Carovillano, and all coaches coordinate together to finalize the schedule to ensure fairness and the ability for all teams who are approved to have the chance to utilize the fields.*

Mrs. Tosti made a motion to approve the above requested field use for Swartswood Field until November 1st, seconded by Mrs. Richardson.

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

### **Field Maintenance - Mr. Carovillano**

All fields are in great condition.

#### *Swartswood Mound/Batter's Box Update:*

Mr. Carovillano was quoted at \$2,500 in March 2025, however with the increasing costs of clay it will be more likely to cost \$2,900. This will cover the bricks, new clay, new plate, and laser leveling. This should extend the life of the mound with regular maintenance. Little League will be donating to cover half of the cost. Mrs. Tosti will speak with our CFO regarding how to move forward with payment.

Mrs. Tosti made a motion to split the cost of resurfacing the mound/plate with Little League up to \$1,500.00, seconded by Mrs. Falotico.

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

**Sheriff's Office –**  
**1:00-2:00 p.m.**  
**Community Center**  
**All are welcome**

*9/16/25 911 Center*  
*11/18/25 Car Theft Device*

Our previous chair is longer with the Commission to run these events, however Cert will be taking over the classes mentioned above. We are thankful as the events are valuable to residents and well attended.

**Trunk or Treat –Mrs. Trotter**  
**10/26/2025**  
**Veteran’s Field**  
**2:00 p.m. – until candy runs out**

Flyers have been distributed and the save the date has been posted. Trunks can be from any town. Games and activities will be finalized at our next meeting. A Recreation Commission trunk was discussed, but no further details were finalized.

**Pop Up Vendor Fair – Mrs. Tosti**  
**11/22/2025 (tentative)**

There are no updates.

### **Open Public Session:**

The meeting was opened to the public at 8:05 p.m. No one from the public wished to speak during the open public session. The open public session was closed at 8:05 p.m.

### **Committee Member Comments:**

Mrs. Tosti mentioned as always, we must work together and that we are apart of the Recreation Commission to serve the community. Any concerns that may arise should be brought to the attention of Mrs. Tosti, our liaison, or a town committee member.

Mrs. Delaney recommended that members should try to volunteer when they can even if it cannot be all day. Also, providing feedback is important and if you do not like how something is being handled, please suggest how you think it can be better handled.

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

Mrs. Delaney reported:

- That Township Committee meeting was held on Tuesday, September 2, 2025
- Most of time was spent in executive session prior at 6:00 p.m. discussing personnel, contracts, possible litigations, and attorney client privilege
- Their regular meeting began promptly at 7:00 p.m.
- Committee reports were given by everyone except George Scott
- No one wished to speak during Open Public Session

- Everything that needed approval was approved
- Four of the resolutions were designated to reimburse 100% of property taxes for Veteran's
- There have been some updates to the policies and procedures in the Fire Department Handbook
- Resolution 20 25-1 29 is Mayor's appointment of Seamus V Wilson as member of the Stillwater Water Area Volunteer Fire Department with committee concurrence
- Resolution 20 25-1 30 Mayor's appointment of Joseph Berrocal as Junior member of the Stillwater Area Volunteer Fire Department with committee concurrence
- The construction/repair of the bridge by Swartswood was discussed and questions were generated for the County that will be addressed
- Bills were paid in the amount of \$176,037.40

Other Updates:

- The dumpster has been delivered to the Community Center
- A resolution is in progress for the responsibilities and duties for the person overseeing the Community Center
- Deborah Drumm contacted Mrs. Delaney for our logo to be used for the Stillwater School coloring contest

Mr. Manser wanted to take a moment to thank all the Recreation Commission members for reaching out in support after the passing of his mother.

**Adjournment:**

Mrs. Tosti made a motion to adjourn the meeting at 8:15 p.m., seconded by Mrs. DiBattista. A vote was taken, and all were in favor.

Respectfully Submitted,  
Danielle Wunder, Secretary