



**STILLWATER TOWNSHIP
RECREATION COMMISSION
MEETING MINUTES**

October 6, 2025

MEMBERS PRESENT: Mr. Carovillano (7:25 p.m.), Mrs. Falotico, Mrs. Trotter, Ms. Klamerus, Mrs. Richardson, and Mrs. Tosti

LIASION: Mr. Manser was in attendance

MEMBERS ABSENT: Mrs. DiBattista

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. Tosti made a motion to approve the minutes of the September 8, 2025, meeting, seconded by Mrs. Richardson.

Roll Call Vote: Mrs. Falotico, 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 \$430.00, seconded by Mrs. Trotter.

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

Septicare (September 2025 Porta John Rentals) - \$430.00

Correspondence:

It was noted that although Swartswood Park passed their inspection, two pieces of playground equipment would need to be replaced by next year to pass the next inspection. During Summer Camp one of those pieces of equipment that were noted broke and will need to be replaced. It will need to be approved by the Township Committee. Mr. Manser mentioned speaking to a sales representative personally or looking through the catalog to obtain quotes. The DPW can more than likely install it. This will be further discussed during our November meeting.

Open Public Session - Agenda Items Only:

The meeting was opened to the public at 7:08 p.m. No one from the public wished to speak during the open public session. The meeting was closed to the public at 7:08 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:

Joanne Staudt, interested in the Alternate #1 position, was in attendance. Mrs. Staudt formally introduced herself and gave the Recreation Commission a summary of her involvement in the Hillsdale Chamber of Commerce, Westwood Elks, and coaching Hillsdale Recreation Cheerleading. Mrs. Staudt is not afraid of a challenge! She confirmed her interest in becoming a member of Stillwater Recreation Commission and filling the open position.

Mrs. Tosti made a motion to accept the application of Joanne Staudt to fill the position of Alternate #1, seconded by Mrs. Trotter.

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

Old Business:

HSST Fall Fest 10/11/2025

Mrs. Tosti has sent the volunteer sheet to all members which was received via email.

Sub-Committee Reports:

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

Mrs. Tosti thanked all members who were in attendance. There were nine groups in total. There was 410 lbs. of garbage and 116 lbs. of recycling collected. Mr. Manser mentioned that with the groups being so familiar with the process it made for a fast and efficient clean up. Mrs. Tosti agreed.

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

The Commission mentioned dividing all the responsibilities of this event amongst members instead of having a chairperson since no one has claimed the role yet. Mrs. Staudt expressed interest in chairing the event should the Commission decide against divvying up the responsibilities. We will revisit this at our November meeting.

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. When advertising for the sale begins, Mrs. Wunder will make a flyer, in addition to the regular flyer/application, specifically for the tables available to utilize for selling at Chammings Ring. There were only two residents who utilized this option last Spring, but it was a newly offered option and not promoted on its own so it may not have received enough attention.

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

There are no updates.

Sussex County Day Expo
9/14/2025

11:00 a.m. -4:00 p.m.

There are no updates.

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 advertised. Terry Martin donated a variety of new games. Thank you!

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. 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. Ms. Klamerus sent an updated flyer and application to all members as well as Mrs. Wunder for printing (available at Townhall). If anyone sees any application worthy decorations, please let them know where to apply.

The Christmas decorating contest still needs a chairperson. Ms. Klamerus said if it operates similarly to the Halloween decorating contest, she would be willing to chair the event.

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

A volunteer sheet will be sent to all members after the Fall Festival. A new game or two should be introduced to avoid the event being too similar year after year. We want the familiarity that residents know and love, but we also want to keep it interesting.

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

Start time to be determined.

Field/Pavillion Application Approvals, Scheduling – Mrs. Tosti

The below Pavillion applications were approved during our September meeting, but they were mentioned during our October meeting just as a reminder to members.

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

Field Maintenance - Mr. Carovillano

Swartswood Mound/Batter's Box:

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 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

Update:

Mike was not present for his update but did update Mrs. Tosti for the meeting.

- *Fields are all good*
- *Seasons are winding down*
- *Mr. Carovillano should be receiving a date and updated quote for resurfacing by tomorrow.*

Our CFO suggested a motion “not to exceed \$3,000.00” to cover the entire cost of the mound. Although Little League will be donating half of the cost, we should not be dependent on it for the initial payment. We will pay the full amount, and Little League can reimburse us.

Mrs. Tosti made a motion to split the cost of resurfacing the mound and plate with Little League not to exceed \$3,000.00, seconded by Mrs. Falotico.

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

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 no longer with the Commission to run these events, however Cert will be taking over the classes mentioned above and continuing to offer programs in 2026. We are thankful as the events are valuable to residents and well attended. Mrs. Tosti read a letter from Cert suggesting a name change from “Senior Safety Programs” to “Community Safety Programs.” The 9/16 event went well. Prizes and snacks were added to the event.

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. There are currently 12 trunks. The application was distributed to members in case they or anyone they know is interested in being a trunk. Supplies and trophies for costume winners have been ordered. There will be refreshments, games, music, and craft tables.

Pop Up Vendor Fair – Mrs. Falotico

11/22/2025

Fairview Lake was interested in combining vendor events; however, the event location would have to change to theirs. All members were invited to have an open discussion to express their opinion. Mrs. Falotico mentioned that she loves Fairview Lake, but you must sign in and register. This extra step may make people less likely to “pop” in. Mrs. Tosti suggested inviting Fairview to host a table or two at our vendor fair since we always hold our event at the Community Center. The Commission agreed. Mrs. Tosti will be contacting Fairview to let them know we will be keeping our event at the intended location due to time constraints being too close to the event date and we can always revisit combining events with them in 2026. Mrs. Tosti will be sending Mrs. Falotico the vendor list and vendor application to be updated. Mrs. Falotico

noted that last year we offered lunch to the vendors for a “suggested donation” and wanted to verify whether we wanted to do the same this year. All members thought this was a good idea. We will offer vendors hot dogs, pizza, and drinks for a suggested donation. If anyone would like to cook or bake anything additional, please let Mrs. Falotico know.

Open Public Session:

The meeting was opened to the public at 7:55 p.m. No one from the public wished to speak during the open public session. The open public session was closed at 7:55 p.m.

Committee Member Comments:

Mr. Manser chose the winner of the blanket the Recreation Commission raffled off at Sussex County Day. Mrs. Richardson will be in contact with the winner.

Liaison Report - Mr. Manser and Mrs. Delaney:

Mr. Manser reported:

- There will be a meeting tomorrow evening 10/7/2025 with a very good agenda.
- The budget will be worked on shortly by our CFO.
- Mr. Manser will address the broken playground equipment during their meeting.
- Mr. Manser noted again what a success clean up day was and what a great job they did keeping the volunteers off the main roads for safety purposes.
- A new tow behind pickup truck and bucket (utilized to trim trees, decorate, painting, etc.) is being purchased as the current bucket truck is due to be replaced.

Adjournment:

Mrs. Tosti made a motion to adjourn the meeting at 8:08 p.m., seconded by Mrs. Richardson. A vote was taken, and all were in favor.

Respectfully Submitted,
Danielle Wunder, Secretary