



**STILLWATER TOWNSHIP
RECREATION COMMISSION
MEETING MINUTES**

December 1, 2025

MEMBERS PRESENT: Mr. Carovillano, Mrs. Falotico, Mrs. Trotter, Mrs. DiBattista, Miss Klamerus, Mrs. Staudt, Mrs. Richardson, and Mrs. Tosti

LIASION: Mr. Manser and Mrs. Delaney were both in attendance

MEMBERS ABSENT:

Mrs. Tosti called the meeting to order at 7:05 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 Middletown, 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 November 3, 2025, meeting, seconded by Mrs. Richardson.

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

Payment of Bills:

Mrs. Tosti made a motion to approve the payment of the following bills totaling \$638.16, seconded by Mrs. Trotter.

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

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

Shoprite (Senior Game Night Supplies) - \$80.95

Lowe's (Christmas Tree Supplies) - \$52.21

Tara Tosti Reimbursement (Trunk or Treat Gift Cards) - \$75.00

Mrs. Tosti noted that the Santa chair had been ordered and the bill totaling \$293.63 has been submitted to our CFO as of 12/1/2025.

Correspondence:

Mrs. Richardson read resolution 2025-153 authorizing acceptance of a donation in the amount of \$1,500.00 to the Stillwater Recreation Commission from Kittatinny Little League to help offset the cost of the new Pitcher's Mound at Stillwater Park.

Open Public Session - Agenda Items Only:

The meeting was opened to the public at 7:19 p.m. No one from the public wished to speak during the open public session. The meeting was closed to the public at 7:19 p.m.

Amendments to the Agenda:

There were no amendments made to the agenda.

New Business – Decorating Community Center for Tree Lighting:

Decorating and preparation for the tree lighting did not happen due to a change in venue. Mrs. Tosti and Mrs. Richardson will be decorating on 12/3 if any members are available to assist. The décor will be kept simple. Mrs. Delaney reminded Mrs. Tosti to contact DPW to ensure our Christmas tree lights are in working order for event day.

The Commission received an applicant interested in joining the Recreation Commission to replace Mrs. Wunder as Alternate #2. Mrs. Wunder sent the applicant an invitation to attend our 1/5/2026 meeting.

Old Business:

There are no updates.

Sub-Committee Reports:

Clean Up Day - Mrs. Tosti

There are no updates.

Miss Stillwater, Little Miss and Mr. Stillwater – Mrs. Staudt

Mrs. Staudt will be chairing this event with Mrs. Beshada assisting as a volunteer. Mrs. Tosti will be giving Mrs. Staudt the guidebook made by the previous chair, Jennifer Minervino. The guide will assist in meeting deadlines, needed supplies, contacts, and other additional information to help prepare and execute the event smoothly.

Stillwater Day

6/6/2026

There are no updates.

Garage Sale Weekend - Mrs. Wunder

5/16/2025 – 5/17/2025

There are no updates.

Summer Camp - Mrs. Tosti

There are no updates.

Sussex County Fair

There are no updates.

Sussex County Day Expo

There are no updates.

Senior Events – Mrs. Richardson

Game Night

Community Center

11/14/2025

6:00-8:00 p.m.

There was an estimated 40 attendees. There will be an event in January, but Mrs. Richardson will update the Commission via email if it occurs before our 1/5/2026 meeting.

Decorating Contests (Holiday) – Ms. Klamerus

It was recommended that the gift cards' amounts be changed at our previous meeting to the following:

First Place \$50.00

Second Place \$25.00

People's Choice \$25.00.

The amounts were changed because it's easier to get gift cards in those amounts, however, Mrs. Tosti realized afterwards that this applied to our previous Visa gift card prizes. We recently switched to Amazon/store gift cards for prizes to avoid the Visa activation fee. Amazon and store gift cards can be purchased in more amount options so if we wanted to keep our original prize amounts for the Holiday Contest we can. Miss Klamerus decided to revert to our original prize amounts utilized for our Halloween contest. Miss Klamerus said there will only be First, Second and Third place winners. There will be no People's Choice category due to one resident winning both First place and People's Choice.

First Place \$50.00

Second Place \$30.00

Third Place \$25.00

The voting for People's Choice prompted a discussion regarding voting (in person) being limited to Townhall operating hours. Miss Klamerus suggested a Recreation Drop Box to make it easier for residents to communicate information to the Commission as well as for members to obtain event applications, voting applications, requested copies, etc after normal business hours or on weekends. Location was discussed (Townhall or Community Center), fixation to the building, and access preferences (code or key). Approval from the Township Committee will be needed. Although this will not be approved or available for 2025, the Commission would like to pursue this option in 2026.

Tree Lighting – Mrs. Tosti/Mrs. Richardson

12/5/2025

Community Center

6:00 p.m.

Mrs. Tosti let Mrs. DiBattista know that she has the snowman game to be repaired and will be giving it to her after the meeting. Mrs. Tosti will be shopping for supplies on 12/4. Supplies

needed are as follows: cookies, hot chocolate, coffee, brownies, candy canes, marshmallows, cooking, icing, sugar, milk, tablecloths, cups, and four water pitchers. The four pitchers are a new purchase to be utilized for this event as well as future events. A vote was taken and all were in favor.

Egg Hunt – Mrs. Falotico and Mrs. DiBattista

3/28/2026 Rain or Shine

Start time to be determined.

Field/Pavilion Application Approvals, Scheduling – Mrs. Tosti

Mrs. Tosti made the Commission aware that an end of the year Cheer party was held on 10/25/2025 in the Veteran's Field Pavillion. This use was already covered in their field use approval in the Spring, but Mrs. Tosti and Mr. Carovillano approved their recent formal request for 10/25/2025.

This was noted at our last meeting as well as this meeting for any members who were not present during our November meeting.

Field Maintenance - Mr. Carovillano

Mr. Carovillano reported that the seasons are winding down. The mound is great. He recommended investing in protection for our new investment during the winter months. They make specific mound protectors; however, they are more costly. This isn't something urgent but may be an item worth budgeting for in the future. For now, one tarp (18 ft in diameter) would give enough coverage for the protection needed. Mr. Carovillano researched quotes for our December meeting. The Commission ultimately decided on a tarp costing \$279.00. It checks all our boxes and is the cheapest option.

Mrs. Tosti made a motion to purchase a tarp 18 ft in diameter to protect the pitcher mound at Stillwater Park up to \$350.00, seconded by Mrs. Falotico.

Roll Call Vote: Mr. Carovillano, yes, Mrs. Falotico, yes, Mrs. Trotter, yes, Mrs. DiBattista, yes, Miss Klammerus, yes, Mrs. Staudt, yes, Mrs. Richardson, yes, Mrs. Tosti, yes

Soccer Nets -

Mrs. Tosti asked Mr. Carovillano if Rebecca contacted him regarding soccer net replacement quotes. She did not, however, he will follow up with her and report back during our January meeting.

Pickleball -

Since the pickleball season is over due to winter weather, the pickleball nets will need to be taken apart and stored. Mr. Dolittle will be contacted as he helped Mrs. Tosti and Mr. Carovillano in doing so the previous year.

Sheriff's Office – CERT

Mrs. Tsadilas will be contacting Mrs. Manser from the Sheriff's Office regarding 2026 events and dates.

Trunk or Treat –Mrs. Trotter

There are no updates.

Pop Up Vendor Fair – Mrs. Falotico

11/22/2025

There were 35 vendors. The Commission received feedback from shoppers that items for sale were far better than other vendor fairs they have attended. Mrs. Staudt noticed many of the vendors were mingling with one another making for a nice atmosphere with no competitive nature. Mrs. Delaney suggested charging the standard \$25.00-\$30.00 vendor fee. Utilizing the Community Center, heat, clean up, etc should be taken in consideration. Mrs. Falotico noted that for future, vendors will need to specify tables sizes on the application so that the layout of vendor locations can be more efficient and precise.

Open Public Session:

The meeting was opened to the public at 8:06 p.m. No one from the public wished to speak during the open public session. The open public session was closed at 8:06 p.m.

Committee Member Comments:

The Committee reviewed our 2026 meeting schedule. The only noted date that could cause a conflict to our meeting attendance is 9/8/2026. It immediately follows Labor Day and most members have children that start school that day. Our September 2025 meeting was canceled for this reason, and our workshop meeting was utilized instead. We will decide during our August meeting which date we will be holding our September meeting.

The December bus trip details were reviewed and Mrs. Tosti asked that members pass along information to anyone who may be interested in attending. The bus will be departing from Townhall at 10:00 a.m. on 12/13/2025 and returning at 8:00 p.m. Attendees are free to plan their own itinerary.

Liaison Report - Mr. Manser and Mrs. Delaney:

Mrs. Delaney:

- A tax sale will be held at Townhall on 12/3/2025 at 10:00 a.m.
- Mrs. Delaney and Mrs. Rumsey attended the League of Municipalities in Atlantic City. Our attorney invited the Township Committee, along with other towns he represents.
- It was very nice and beneficial. They will be attending again next year.

Mr. Manser:

- Mayor Chammings and Mr. Manser surveyed the property as well as hazardous trees that need to be removed at Veteran's Park.
- The newly purchased bucket truck will allow our DPW to remove some of the trees, however, others will need to be removed by a professional tree service. This will be included in the budget.

- There is also invasive growth, equipment, tarps, old tires, and other garbage that must be removed as well. Once this is removed, it will allow for much more usable space. Some equipment is from midget football and lacrosse – they will be contacted to remove all unnecessary items and organize any items that must remain.
- They mapped out electricity at the pavilion and where the best location would be to bring it in. JCPL has already been contacted to get the process moving forward as well as approximate cost. Electric at Veteran's Park will make Stillwater Day much easier!

Adjournment:

Mrs. Tosti made a motion to adjourn the meeting at 8:28 p.m., seconded by Mr. Carovillano. A vote was taken, and all were in favor.

Respectfully Submitted,
Danielle Wunder, Secretary