



**STILLWATER TOWNSHIP  
RECREATION COMMISSION  
MEETING MINUTES**

**February 2, 2025**

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

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

**MEMBERS ABSENT:** No members were absent

Mrs. Tosti called the meeting to order at 7:00 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 our January 5, 2025, reorg and regular meeting, seconded by Mrs. Richardson.

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

**Payment of Bills:**

Mr. Carovillano made a motion to approve the payment of the following bills totaling \$533.20, seconded by Mrs. Staudt.

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

*Septicare (January 2026 Porta John Rentals) - \$430.00*

*Shop Rite (Senior Game Night Supplies) - \$103.20*

**Amendments to the Agenda:**

There were no amendments made to the agenda.

**New Business – Consent Agenda:**

Mrs. Tosti went into further detail discussing our newly revamped agenda layout. The new layout places any events that are recurring but not priority at the time of that particular meeting such as the tree lighting for example. This event is typically discussed sometime in the Fall only. Subcommittee reports will have events listed that take priority because they are currently being planned or have just happened. Any member is welcome to discuss an item/event at any meeting, however during the amendments to the agenda section this will be noted and that item/event will be moved from the consent agenda item section to the bottom of our subcommittee report

section. This will hopefully allow our meetings to stay focused, more productive, and move along more quickly.

**Old Business:**

There are no updates.

**Correspondence:**

There was no correspondence to be reported.

**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 this time. The meeting was closed to the public at 7:10 p.m.

**Sub-Committee Reports:**

**Clean Up Day - Mrs. Tosti**

**4/25/2026**

Clean up day will begin around 9:00 a.m. and usually ends before 12:00 p.m. The shredder has been confirmed and will be at Town Hall from 1:00 – 4:00 p.m. Mrs. Benning, speaking for the Girl Scout Troop, inquired about where and how to sign up. Mrs. Tosti will forward Mrs. Benning the information.

**Senior Events (Game Night) – Mrs. Richardson**

**Community Center**

**1/30/2026**

**6:00-8:00 p.m.**

Mrs. Richardson noted that it was a smaller crowd (25-30 guests). Mrs. King was also in attendance to share future events the county will be hosting for seniors as discussed in our January meeting that she attended as well. Mrs. Richardson is considering a summer picnic for her next larger event but is considering hosting a dinner night in between which will be open to all families. If it occurs, attendees will need to rsvp so that the event does not get too large. Theme ideas were discussed, more specifically a potluck from all different parts of the world.

**Field Maintenance and Capital Report - Mr. Carovillano**

Mr. Carovillano reported that the fields are good, mentioning that the mound cover came just in time for our winter weather. He is currently organizing and coordinating dates for our field maintenance programs (overseeding, aeration, weed control, and clay). The two soccer nets that need to be replaced at Volunteer Field are a work in progress. We need to obtain the proper sizing dimensions. Basketball court pricing will be obtained and presented to the Township Committee. With the Veteran's Parking being newly paved, there is an area that could be utilized as something more valuable than just parking. This has been discussed in previous years, but the Recreation Commission would like to move forward with planning a basketball court for the space if possible. Three companies have responded to Mr. Carovillano and Mrs. Tosti. They are working on getting the correct dimensions on the area to receive the most accurate quotes. The park equipment that needs to be replaced at Swartswood Park playground was presented at the most recent budget meeting, however, the meeting was cut short due to an emergency. This gives the Recreation Commission a bit more time to gather ideas and obtain quotes. As a reminder, since this purchase will be coming from Capital, it will need to exceed \$5,000.

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

Field use applications from Hampton Softball and North Jersey Coed Baseball were received.

*Hampton Softball:*

*Veteran's Field*

*4/1-6/20*

*Monday-Friday 5:00 – 8:30 p.m. with possible Saturday games*

*Insurance pending*

*North Jersey Coed Baseball:*

*Field preference not indicated*

*4/1-6/12 Tuesdays 6:00 p.m.*

*6/15-8/31 Monday-Thursday 6:00 p.m.*

*7/18-7/25*

*Some Saturdays may be requested for August*

*\*They normally utilize the field on Tuesdays until Little League is over and then continue with the above requested days/times*

*Insured*

Mrs. Tosti made a motion to approve the above field use applications pending receiving Hampton Softballs updated insurance, seconded by Mr. Carovillano.

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

Mr. Carovillano noted that he will be speaking with North Jersey Coed Baseball to see if they will consider utilizing Veteran's Field more since we just completed work on the mound at Swartswood. We want to preserve our investment and limit its use when possible.

Miss Klamerus asked if there's one location where schedules for field use are posted since we are voting to approve the field use. Mrs. Tosti and Mr. Carovillano responded that currently there is no public posting of the schedule since it can change daily/weekly due to the weather and field maintenance field closures. Mr. Carovillano verified that we as the Commission are approving "field access" at our meeting. The leagues can request days/times they would prefer to utilize the field, but they will not necessarily be granted their preference if it conflicts with other field use applicants requests.

**Stillwater Day – Recreation Board**

**6/6/2026**

We will begin utilizing our work shop meetings to plan and discuss Stillwater Day beginning 2/16/2026 at 7:00 p.m. Since that meeting falls on a holiday, it was questioned whether or not we would be able to hold the meeting at Town Hall. Mrs. Tosti will check with our Clerk. Mrs. Tosti asked Mrs. Falotico if she would be interested in securing vendors again this year. Mrs. Falotico declined interest. Mrs. Staudt inquired about what the process entails. Mrs. Falotico would be more than happy to pass along information regarding what is required and the “to-do” list.

Mrs. Richardson will be securing our entertainment and planning games again this year. Since we used the same entertainer two years in a row, Mrs. Richardson will be seeking new entertainment.

Fireworks will cost at least \$8,000 if not more. Although it is money we could be saving and spending elsewhere, it may not be totally out of the question. Our CFO mentioned the Clean Communities Grant will pay for a movie night – a movie following Stillwater Day is being considered.

Band entertainment is also being considered. Mrs. Delaney reminded the Commission that if we choose to move forward with this, the entertainer is required to bring all their own power sources/generators.

The start time of the event is still being determined. However, the Commission agreed that 2:00 p.m. or later is preferred as the morning is crucial for set up.

Mrs. Tosti recommended each member come prepared for the work shop meeting with ideas and suggestions since June will be here before we know it.

### **Community Safety Programs – CERT**

Mrs. Tsadilas was in attendance to discuss the upcoming events hosted by Stillwater CERT. The following events are hosted at the Stillwater Community Center from 1:00 – 2:30 p.m.

#### ***March Madness***

***3/10***

***Lisa Chammings***

#### ***Caring for Our Caregivers***

***4/7***

***Rae Ann Gowan***

***Division of Senior Services***

#### ***Tick Awareness and Sun Safety***

***5/5***

***Juliette Bannister***

***MRC Health Educator***

***Sussex County Division of Health***

*Unfortunately, due to an emergency Mrs. Tsadilas was not able to plunge into the water at the Polar Plunge held at Fairview Lake Camp. This event was held as a fundraiser for CERT to purchase practice mannequins for training. The plunge will, hopefully, be rescheduled.*

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

**5/31/2026**

Mrs. Staudt will be chairing this event with Mrs. Beshada assisting as a volunteer. The contest will be held one-week prior Stillwater Day. Mrs. Delaney suggested securing the date with our Clerk immediately. The contest will be held earlier this year, with the preference being at 1:00 p.m. Mrs. Staudt received the informational binder from Mrs. Tosti and is working on familiarizing herself with the information to better prepare for planning. The flyer will be ready for approval at our next meeting and ready for distribution.

**Egg Hunt – Mrs. Falotico, Miss Klamerus, & Mrs. Staudt**

**3/21/2026**

**Rain or Shine unless extreme weather occurs (Parking lot to be utilized if the ground still snow covered)**

**Veteran’s Field**

The date has been changed from 3/28 to 3/21 due to a conflict with the Stillwater Tricky Tray. Links were found for items/supplies needed. The estimated cost of the event is \$425.66. The budget was verified to be \$600.00 from last year and it was questioned whether the budget should be increased. Based off their estimated cost above, \$600.00 should be fine. There will 1,000 eggs designated for each age group, so 3,000 eggs in total. We have an estimated 1,500 eggs so far from previous egg hunts, but those eggs will be counted just to confirm. We also have an additional 1,500 eggs already purchased from last year. There will be no prizes this year, but we will be supplying sidewalk chalk, bubbles, and coloring books. There will be an Easter Bunny in attendance as well as the Fire Department. A flyer will be sent to Mrs. Tosti and Mr. Carovillano for approval so it can be posted asap. Eggs will need to be stuffed – as always, a group effort is encouraged to move the process along quickly. Eggs will be stuffed on 3/8 (3/15 if 3/8 does not work for some reason) at 2:00 p.m. at the OEM office. A sign-up sheet will be available. Mrs. Tsadilas mentioned that CERT may be available on that date to assist. Field paint will be needed to help direct parents and children. Mr. Carovillano said this can be purchased right at Home Depot. Mrs. Tosti noted that the DPW may be able to pick up supplies for us since they have an account there. Mrs. Tosti will speak to our CFO regarding this. Mrs. Falotico inquired about purchasing a secondary retractable fence to help in separating age groups’ sections. Mrs. Tosti will also speak to our CFO regarding this as it may be able to be purchased from our Community Events Line since it can be utilized for many other of our events.

Mrs. Tosti made a motion to purchase a secondary retractable fence up to \$300.00, seconded by Mrs. Staudt.

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

**Consent Agenda Items**

All items with an asterisk (\*) are considered to be routine and can be passed as one item on the agenda. All items will be handled by one (1) motion, (1) second, and a vote. There will be no separate discussion of any of these items unless a Commission member requests item(s) to be moved to discussion amending the Agenda. The item(s) will be moved from the Consent Agenda and discussed as the next sub committee item on the Agenda.

**\*Sussex County Fair – Mrs. Richardson**

**\*Sussex County Day Expo – Mrs. Richardson**

**\*Trunk or Treat – Mrs. Trotter**

**\*Holiday Decorating Contest – Ms. Klamerus**

**\*Garage Sale Weekend 5/16 & 5/17/2026 – Mrs. Wunder**

**\*Tree Lighting December 2026 – Recreation Board**

**\*Pop Up Vendor Fair**

**\*Plant Exchange**

Mrs. Tosti made a motion to approve the consent agenda with no discussion needed on the listed items at this time, seconded by Ms. Klamerus.

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

**Open Public Session:**

The meeting was opened to the public at 8:30 p.m.

Mrs. Tsadilas reminded the Commission of a few events:

- 1) 2/10 7:00 p.m.  
JCPL “Restoration Program” (their role and Q’s/A’s)  
Community Center  
Open to all
- 2) 2/18 7:00 p.m.  
CERT First Aid Training  
Collective Building in Stillwater  
\$50.00 fee  
There are four openings left - Please register with Mrs. Tsadilas if interested
- 3) 4/12 12:00 – 3:00 or 3:30 p.m.  
“Wheels in Motion” (80 free adult and children bike helmets available for fitting – must be present to be fitted and learn safety measures)  
Community Center
- 4) 2/21 2:00 p.m.  
Veteran Event hosted by Jennifer Minervino  
Collective Building in Stillwater

The meeting was closed to the public at 8:39 p.m.

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

- The Township Committee meeting was held on 1/20/2026. Executive session took place at 6:00 p.m. and their regular meeting began at 7:00 p.m. A group came to express concerns regarding the cell tower to be placed on Fredon Township property. The same group also attended the Environmental Commission meeting to express the same concerns as they are trying to spread the word. A meeting will be held on 2/23/2026 at 7:00 p.m. at the Fredon Municipal Building. Please attend if you share the same concerns and are interested. All resolutions were approved and posted on our website. Also discussed were the grant for the Community Center, Possum Hill Road, flags/banners, and power outages. The DPW as recently hired a new member, Matthew Lambert.

- Mrs. Delaney thanked Mrs. Richardson for hosting the senior game night – it was amazing as always.

- The Planning Board meeting held on 1/21 at 7:00 p.m. where Bob Pierce and Amanda Kavanagh were appointed Chairperson and Vice Chairperson.

### **Committee Member Comments:**

Mrs. Wunder read an email from our CFO regarding any questions about the 2026 funding. She noted that at the beginning of the year, we operate on a temporary budget which is based off of 35% of the prior year's budget. Real spending does not begin until the annual budget is passed sometime in April or early May.

The CFO balance sheet was copied and handed out to each member for review. Mrs. Tosti recommended we purchase as many blankets as we can with the funds allocated in that particular section since we are running low.

Mrs. Tosti made a motion to purchase blankets not to exceed \$2,000.00, seconded by Mrs. Richardson.

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

Mrs. Tosti, sadly, mentioned her resignation for Director of Summer Camp. The Township Committee will decide what they will do next with the program.

Mrs. Richardson shared a concern regarding a resident who had reached out to her to express her disappointment that Mrs. Richardson had quit the Recreation Commission. The resident heard this news from a community member. In case any other members had heard the same, Mrs. Richardson wanted to take the time to clarify that she is *not* resigning from the Recreation Commission.

### **Adjournment:**

Mrs. Tosti made a motion to adjourn the meeting at 9:05 p.m., seconded by Mr. Carovillano. A vote was taken, and all were in favor.

Respectfully Submitted,  
Danielle Wunder, Secretary

