



**STILLWATER TOWNSHIP  
RECREATION COMMISSION  
MEETING MINUTES**

**March 2, 2026**

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

**LIASION:** Mrs. Delaney and Mr. Manser (8:17 p.m.) were in attendance

**MEMBERS ABSENT:** Mrs. Trotter

Mrs. Tosti called the meeting to order at 7:08 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 February 2, 2026, meeting, seconded by Mrs. Staudt.

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

**Payment of Bills:**

Mr. Carovillano made a motion to approve the payment of the following bills totaling \$1,033.69, seconded by Mrs. Richardson.

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

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

*Amazon (Egg Hunt Supplies) - \$603.69*

**Amendments to the Agenda:**

None.

**New Business – Budget Meeting Report 2/10/2026:**

Mrs. Tosti attended the Budget Meeting on 2/10/2026 reporting that the meeting went relatively quickly noting that the playground equipment quotes are still needed.

**Old Business:**

There are no updates.

**Correspondence:**

Mrs. Tosti mentioned that the Sussex County Day application was in our mailbox.

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

The meeting was opened to the public at 7:11 p.m. There being no one from the public wishing to speak, the meeting was closed to the public at 7:11 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. Tosti reported that she received three applications thus far. More updates regarding applications and groups will be available at our next meeting. Eighteen groups are the limit.

#### **Senior Events (Disco Night) – Mrs. Richardson**

##### **Community Center**

**4/11/2026**

**6:00-8:30 p.m.**

Mrs. Richardson will be hosting a 70's themed Disco Party on 4/11/2026. Rick Nothstine has committed to DJ the event – a vote is needed to approve payment for services. There will be 70's themed trivia, word puzzles, free prizes, and simple finger foods.

Mrs. Tosti made a motion to pay Rick Nothstine \$200.00 unless he gives a different price for his services, seconded by Mrs. Richardson.

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

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

Mr. Carovillano reported that he is currently waiting for our DPW to schedule seeding and the snow to melt. It is confirmed that our DPW will be mowing our fields again this season.

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

**Field/Pavillion Use Approvals – Desired dates/times/days are all subject to change once approved and scheduling is coordinated**

*Kittatinny Soccer Club*

*Oscar Fernandez (in attendance)*

*Volunteer Field*

*3/26-6/26*

*Days/Times not specified (they work with everyone to ensure there are no scheduling conflicts and choose their days/times according to that)*

*Insured*

*High Point Baseball*

*Swartswood Field*

*3/1-6/30*

*Insured*

*Using our field as a backup in the event that their fields are not available*

*Kittatinny Little League*

*Swartswood and Veteran's Field*

*3/23-7/15*

*Days/Times not specified (they work with everyone to ensure there are no scheduling conflicts and choose their days/times according to that)*

*Insured*

*Stillwater Recreation Soccer*

*Rebecca Wesley*

*Volunteer Field*

*4/1-6/13*

*M-F 4:00-7:00 p.m.*

*Sat 8:00 a.m.-2:00 p.m. (coordinates with Mr. Fernandez to ensure there are no scheduling conflicts and choose their days/times according to that)*

*Insured*

*Recreation Lacrosse*

*Veteran's Field*

*3/15-6/15*

*Insured*

*Barefoot University*

*Stephanie Marcial (in attendance via Zoom)*

*Veteran's Park*

*Meets each Thursday with the exception of a few dates for the 2026-2027 school year*

*10:30 a.m.- 3:00 p.m.*

*Insured*

*Stephanie thanked the Recreation Commission for having them again this year.*

Mrs. Tosti made a motion to accept all applications listed above, seconded by Mr. Carovillano.

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

## **Stillwater Day – Recreation Board**

**6/6/2026**

**2:00 p.m.**

The start time of Stillwater Day will begin at 2:00 p.m. Mrs. Trotter and Mrs. Richardson are working on securing entertainment, narrowing them down to a 9 hole miniature golf game and a band for live entertainment. Mrs. Richardson asked if our budget allows for both or just one or the other. Mrs. Tosti confirmed that our budget will be able to accommodate both forms of entertainment. The golf game requires a 20x30 set up area and weather factors are not an issue for set up. An attendant brings all equipment, sets up, stays for the entire event to monitor each game, and removes the entire set up upon event ending time. This will cost \$800.00 for three hours. The longer the time frame the higher the price. Prizes for winners were discussed, but nothing was decided on or finalized. The band, “No Fault,” will cost anywhere between \$600.00 and \$800.00. They typically charge \$1,000.00 but are giving the Commission a break – thank you! They have confirmed they will bring all necessary equipment. Mrs. Delaney reported that there will be a coverage tent. We will also be having bounce houses per usual, however, the type of bounce houses we order may change. All Access typically donates a stage for our event. Mrs. Tosti will speak with the owner to see if this is a possibility for this year as well. The Commission inquired about offering face painting for the event as this is usually a big hit. Mrs. Benning gave Mrs. Tosti a business card from someone who offers this service.

Mrs. Tosti made a motion to secure the band, “No Fault,” for Stillwater Day not to exceed \$800.00, seconded by Mr. Carovillano.

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

Mrs. Tosti made a motion to spend up to \$1,000.00 on the 9-hole golf game for a total of four hours with attendee, seconded by Mr. Carovillano. Four hours with an attendee (including travel fee) costs \$950.00.

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

Ms. Klamerus asked if there is a vendor application because a vendor from last year would like to participate as a vendor this year as well. Mrs. Tosti confirmed that there is an application. Someone will need to take the responsibility of being the vendor point person. This would include communicating with all potential vendors and secured vendors, completing and overseeing all necessary paperwork, and deciding placement of vendors for event day. Mrs. Tosti mentioned that Mrs. Falotico has the master vendor list. Whoever takes on the responsibility of vendors should obtain the master list.

The Fire Department has a wedding on the day of Stillwater Day, but will be in touch if they will be attending our event. It was confirmed that for safety reasons we can still have Stillwater Day without the Fire Department present, however, we do need someone with an EMT background. Mrs. Tosti will be in contact with them to confirm food and on-site safety person.

**Miss Stillwater, Little Miss and Mr. Stillwater – Mrs. Staudt**  
**5/31/2026**

The contest will be held one-week prior Stillwater Day. The applications are complete – Mrs. Staudt handed out copies to the Commission for review. The Flyer will be completed asap. It was suggested that applications and flyers also be sent to Stillwater School and Kittatinny High School. Mrs. Richardson offered to assist if Mrs. Staudt needed any help. Crowns/sashes/goody bags need to be ordered. Past winners will be contacted.

**Egg Hunt – 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**

Ms. Klamerus confirmed that she has some supplies with her, but all other supplies are located in the OEM office. Eggs will be stuffed on 3/8/2026 at 2:00 p.m. in the OEM office. The Easter Bunny has been confirmed. Mrs. Richardson will not be able to attend the event but offered to help in any way needed beforehand. In hand, we have 1,700 eggs. 1,000 eggs will be ordered this evening. It is yet to be decided how many eggs will be allotted for each age group, however two options that were discussed:

1,000 to each younger group and 700 for the older group *or*

1,200 for each younger group and 500 for the other group.

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

The application will be completed asap. It was discussed utilizing the communal sale location again this year. There were only two sellers last year, but we could offer the location on the application noting that we will need five sellers or more in order to hold a sale at this location. Mrs. Wunder will be contacting our local paper for advertisement. The budget for advertising needs approval.

Mrs. Tosti made a motion to approve the Garage Sale budget of \$350.00, seconded by Mrs. Benning.

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

**Plant Exchange – Chair Needed**

Mrs. Tosti explained what the plant exchange entails for new members. She would like to offer this event again, but this will need a new chairperson if anyone is interested. Mrs. Tosti will also be contacting Heidi Mountford and the gardening club.

**Sussex County Fair – Chair Needed**

This “event” is a display that we are responsible for creating, setting up and taking down. It is relatively simple and straightforward. Mrs. Tosti will be coordinating with Stillwater School to include our students.

**Sussex County Day Expo – Chair Needed**

**9/20/2026**

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

**Sussex County Fair Grounds**

There will be a blanket raffle and free items to be handed out. Volunteers are needed to sit at our table. Please let Mrs. Tosti know if you can help in any way.

**Pop Up Vendor Fair – Chair Needed**

Although this is not always a standard event, it is something that our Commission likes to offer to our residents. If anyone is interested in running a vendor fair it would be greatly appreciated. Mrs. Benning offered to chair a pop-up vendor fair.

**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.

**\*Trunk or Treat – Mrs. Trotter**

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

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

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

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

**Open Public Session:**

The meeting was opened to the public at 8:20 p.m.

Mr. Fernandez mentioned that the shed at Volunteer now has a key, so he no longer has access to equipment needed inside. Mr. Carovillano and Mrs. Tosti were unaware of anyone changing the lock as it used to be a combination entry lock. Mrs. Tosti will contact DPW to inquire about the changes and obtaining a key for Mr. Fernandez.

The meeting was closed to the public at 8:27 p.m.

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

- The Township Committee held their last meeting on 2/17/2026. There was an executive session held before and after their regular meeting
- Jessica Caldwell was in attendance to give a brief presentation regarding Fair Share Housing. Public hearing and final adoption of Fair Share Housing will be tomorrow evening, 3/3/2026, if anyone is interested in attending
- There was a public hearing and final adoption of the adjusted Community Center fees which have decreased
- Resolution of the fourth round of the affordable housing plan
- Shared services with Frankford Township were finalized for the Certified Public Works Manager.

- Storm order management and making sure the plan is in place was discussed. The report will be in by the end of April or May.
- Three people spoke during open public session.
- The budget is still in progress.
- America's 250 celebration was also a topic of discussion. Mrs. Delaney met with the Historical Society and a few other people. The celebration will be held at the Sussex County Fairgrounds on 6/7/2026 at 12:00 p.m. The County will be orchestrating this event – they were looking to us for information since we just held a significant celebration in 2025. Fireworks will close out the celebration in the evening.
- Reported that our CFO will be attending the Township Committee's executive session regarding the budget to be held on 3/3/2026
  
- Plans are moving forward to pave the rest of Mt. Benevolence Road (from Hampton Road to Owassa). It will be resurfaced, milled, and some drainage work will be completed.
  
- Additional roads will be done in oil and stone
  
- Farmside submitted their proposal for field maintenance. Mr. Manser noted that their pricing is comparable to years past.

**Committee Member Comments:**

There were no Committee member comments to report.

**Adjournment:**

Mrs. Tosti made a motion to adjourn the meeting at 8:34 p.m., seconded by Mr. Carovillano. A vote was taken, and all were in favor.

Respectfully Submitted,  
Danielle Wunder, Secretary