

ELMWOOD PARK BOARD OF RECREATION
MINUTES OF REGULAR MONTHLY MEETING
March 18, 2013

Prior to the start of the meeting the following statement of compliance was read:

Now therefore be advised that the notice requirements of this meeting have been satisfied by providing an annual notice of posting a schedule of such meetings in a conspicuous place in the Municipal Building and by filing a copy of such schedule in the office of the Municipal Clerk which said notices were filed or provided on January 21, 2013

Chair, Rich DeLorenzo called the meeting or order at 7:32 p.m.

Commissioners Present: Bob Calabro, Rich DeLorenzo, Myles Garvey, Bob Burke and Brenda Huffman

Commissioners absent – Vi Shamah and Wally Nowosielecki

Recreation Department – Donna Puglisi
Romano Intrieri

Council Present: Councilman Tom Conboy, Recreation Liaison

A motion was made by Bob Calabro to approve the minutes of the February 25, 2013 minutes with corrections. Motion seconded by Bob Burke. All Approved

A motion was made by Brenda Huffman to open the public portion of the meeting. Motion seconded by Myles Garvey. All approved.

A motion was made by Brenda Huffman to close the public portion of the meeting. Motion seconded by Bob Calabro. All approved

A motion was made by Bob Calabro to open the work portion of the meeting. Motion seconded by Myles Garvey. All approved.

Due to illness, Commissioner Myles Garvey asked to have his Committee report heard at the beginning of the work portion. All approved

English Ave – Myles took a physical inspection of English Ave. The condition of this property is in need of repair. The fencing in the back of the property parallel to the railroad tracks and the new fence that was recently installed were in disrepair. The softball backdrop padding is in disrepair as well as the benches which are also in need of being replaced.

Myles and Bob Burke had a telephone conversation with regards to ideas on what to do with this property. Myles suggested that the Recreation Commission sell a portion of the land and do work on the field. It was suggested that the playground be moved to the parcel of land near the house. Myles stated that tennis courts be put on the additional property which could also be used for bocce ball. Bob Burke agreed with Myles suggestions but stated he would like to see a hockey rink instead of a tennis court.

Tom Conboy stated if the Recreation Commission was going to proceed with the sale of the 2 lots, the Commission should consider selling the site where the homeowners are and then talk with the Mayor and Council to see if the monies could be given back to the Recreation Trust Account.

Myles then asked if any work was being done with the County Park property. Myles suggested that 3 Recreation Commissions attend the Freeholders Meeting regarding the Park Property. Tom Conboy stated that some cleanup work has been committed to and they are still cleaning up the property.

Director's Report

Donna Puglisi added information to the Director's Report as follows:

Donna has been approached to start an adult basketball program. Donna stated that this has been tried 3 times in the past with no luck. Notices will go out again to try to generate interest in the adult basketball program.

Donna received a second quote on the weight room equipment and when the 3rd quote is received, this will be given to the Recreation Commission at the next meeting. A quote was received from Prominent Builders with regard to the senior kitchen. Donna is waiting on the quote from McSorley and then this will be presented to the Recreation Commission.

Lease of Field – Donna distributed a letter received from Giblin and Giblin with regards to the lease of Boro Field. Rich DeLorenzo requested that the Commission read over this letter and report back to the next meeting.

Bob Calabro asked for a status on the Chamber of Commerce's request on a Street Fair. Donna stated that she has not received any further request since this was brought up at the Mayor and Council meeting. Donna stated that the Recreation Department will go ahead with the Community Day as planned.

Rich DeLorenzo asked Donna about putting names on Basketball trophies. Donna stated that the trophies were already purchased and that she would look into this for next year.

Kitchen plans – Donna stated that she will give Debbie Ricci a copy of the plans for the kitchen. After a lengthy discussion regarding the senior kitchen, Donna stated that she will make arrangements to have the extended hood/with suppressor system cleaned and enter into a maintenance agreement for cleaning the kitchen.

Council Liaison Report

Councilman Conboy stated that he had a conversation with Roy Riggatano regarding the capital improvements that the Recreation Department is considering i.e. Kitchen and gym floor. He stated that the cost of each project would not exceed \$50,000 each.

Councilman Conboy stated that the kitchen repairs could fall under Community Development monies however it is not what CD money has been used for. CD monies have generally been used for street repairs, etc.

Chamber of Commerce – Councilman Conboy suggested that the Recreation Commission/Donna schedule time to meet with the key members of the Chamber of Commerce as a goal of the Chamber is to become more boro friendly and visible at town events. Donna stated she will reach out to the President of the Chamber and set up a meeting then report back to the Commission.

Soccer – Councilman Conboy requested that the Recreation Department reach out again to the Soccer organizations to try and bring them together. Brenda Huffman stated that there is no hope in the combining of the 2 leagues.

Old Business

Financial Report – Donna distributed the monthly financial statement to the Commission. After review, Rich DeLorenzo stated that the Optimum bill was quite high and would like Donna to check to see if this was a yearly bill, monthly or quarterly billing. After a brief discussion regarding the financial statement,

A motion was made by Brenda Huffman to purchase tables and chairs for the Recreation Department for use at events not to exceed \$3,500.00. Motion seconded by Bob Calabro. All approved.

Wrestling Mats – with the purchase of the tables and chairs, Donna requested that the wrestling mats be moved so that there would be storage to put the tables and chairs. After discussion, it was decided that Donna would contact the High School to see if they would like to house the mats.

Boro Field netting – Donna spoke to Pete Ten Kate. Mr. Ten Kate will come to Elmwood Park to see what grade of netting was needed and send the information to the Recreation Commission. After a lengthy discussion it was noted that the present netting should look to be fixed. Donna will contact the EP Fire Department to see if they have a ladder so that the netting can be repaired. Rich DeLorenzo asked Donna to check with the insurance company to see if this can be covered by insurance.

Boro Field lease – Rich DeLorenzo will send a letter to Mr. Work with a copy of Mr. Giblin's letter.

Hut Project – Rich DeLorenzo distributed correspondence regarding the design proposal for the Hut. Donna stated that the Boro Engineer should be involved in the conversations regarding the Hut renovations. Rich stated he would like to contact L & C Design to begin getting construction quotes, etc. Rich will send email to Roy Riggatano to find out if and why Boswell's blessing is needed on this project. If the Engineer is not needed, an email will be sent to all Commissioners, Keith Kaczmark and Donna to proceed.

Resumes – Donna stated that she has received approximately a dozen resumes and has not had the opportunity to sift through them as yet since there are resumes for both positions. Donna stated that

Keith Kaczmark will begin his interviewing next week for the dual position (Jean's position) Once he narrows down his selection, he will bring Donna in for a second interview with the candidates.

Spring Permits – Donna stated that all requests for permits have been obtained. She will begin the process of reviewing the permits and divvying up the fields.

Summer Camp – Letters have been sent out to all last year's counselors. Early registration will begin in April. After discussion regarding camp registration, A motion was made by Bob Calabro to increase the summer camp fees to \$290 for in town campers and \$375 for out of town campers. Motion seconded by Brenda Huffman. Three yes votes and one no vote.

Municipal Code and Ordinances – Rich sent an email to Keith Kaczmark. An ordinance requiring all recreations programs to be 75/25 rule was given before the governing body and will be introduced for 1st reading. A range for the fee schedule is needed. Donna stated a range was given beginning at \$50.00.

New Business

Brenda Huffman informed the Commission that the storage room flooded again. The water is coming from the outer walls and from the slop sink. Tiles are falling off the walls and mold has been noticed. Donna was instructed to contact a plumber to shut off the water in the outside bathroom. Donna will also contact a cleaning company to clean the outside snack area before opening day which is April 13, 2013.

Committee Reports

Bob Burke stated that he will hold an after season meeting with the basketball coaches.

Brenda Huffman – No Report

Bob Calabro stated that hockey is done and they are planning a post season meeting

Rich DeLorenzo – Nothing going on at Board of Education meeting

Donna requested that the Commission go into Executive Session.

Initiatives for 2013. Three initiatives for 2013 are: Kitchen repair, hut renovations and gym floor.

Donna stated that she contacted 3 vendors for the gym floor and only received 1 quote. Donna will contact the 2 vendors and report at the March meeting.

After a lengthy discussion it was decided to make a request to Roy for capital improvements for the Recreation Department. The request will be \$50,000.00 for the gym floor and \$50,000.00 for kitchen repairs.

Spring Permits – Donna informed the Commission that permits have been requested from the 2 soccer programs and she is waiting on the requests from baseball and softball. As soon as all permit requests

are received, Donna will inform the Recreation Commission. The permit requests should be ready for the March meeting.

Summer Camp – Donna stated that the request was sent to the Board of Education for use of all schools for the summer camp program. Donna stated that Mr. Egan stated he will help in facilitating the schools and buses for the summer camp program. Donna stated that all letters have been sent to counselors for summer camp. Summer camp is scheduled to start June 24, 2013. Camp rates – A discussion took place regarding the cost for out of towners. After brief discussion, Donna was requested to obtain the information regarding how many out of town/in town children attended for the March meeting. It was requested that a mailing be sent to the Chamber of Commerce about out of town campers.

Park Schedule – Rich DeLorenzo asked if there were any updates on the park schedule. Rich proposed a Parks and Grounds sub-committee to give an overview of the parks. After discussion, it was decided that all Commissioners would review the parks, take pictures, make notes, etc and report back to the March meeting. Rich requested that Donna obtain a copy of the safety report on the playgrounds as well as when the playgrounds are inspected from Scott Karcz.

Committee Reports

Brenda Huffman – informed the Commission that a meeting had taken place with both soccer programs. The A.D., Donna Puglisi, Brenda and two representatives from each soccer program were present. Brenda stated that unfortunately nothing was resolved. Donna informed the Commission that EP United (School affiliation) has requested the use of the fields for 7 nights per week. Brenda stated she does not see any resolution in sight for the combining of the 2 leagues. Donna stated that the High School had some communication with EP United and also there was no resolution. EP Crew is still banned from the league they wanted to join. Councilman Tom Conboy informed the Commission that an OPRA request was made by EP United however the request was denied due to confidential information which was not for public use. Councilman Conboy asked Donna if EP United was getting practice fields. Donna stated that Mr. Egan asked her to be involved in permits for all fields.

Bob Burke – No Report

Wally Nowosielecki - No Report

Bob Calabro – Bob stated that the Hockey Program was winding down. No issues and there are 2 weeks left in the season. The borders are working great and the hockey volunteers requested that they would like to have borders for the full gym for next year. Hockey is looking to have a spring session one night a week in the spring. Bob and Dave DeStefano will speak with Donna. Bob submitted the safety plan for Little League to the Recreation Department.

Myles Garvey – Asked if soccer if a school function of are they just using fields. He also asked if they are a 501 (c) 3. Donna stated that they are only affiliated with the school with no financial aid from the school. Donna will check with the Athletic Director to see if EP United is a 501 (c) 3.

Rich DeLorenzo – Rich met with the State Monitor, Mr. Egan, Dr. Tomko and Mr. Oppedio. It was a much different meeting than in the past. Rich stated that Mr. Oppedio is very much in favor of students starting in Recreation sports. Rich stated that the Board of Education was receptive to working closing

with the Recreation on their sports programs and summer camp as they relate to fields, gym time, etc. Rich thanked them for the use of gym time that was given to basketball.

Rich stated that basketball went fairly well. Bill Murillo did an excellent job and the all-star games were being held this weekend. A problem that was recognized was the lop-sided scores of the games. These issues will be discussed at the post basketball meeting at the end of the season.

A motion was made by Myles Garvey to close the work portion of the meeting. Motion seconded by Bob Calabro All approved.

There being no further business a motion was made by Myles Garvey to close the Recreation Meeting at 10:51 p.m. Motion seconded by Bob Calabro. All approved.

DRAFT