

**Board of Recreation Commission
Regular Meeting
November 12, 2019**

The Regular meeting of the Board of Recreation Commissioners was held on Tuesday, November 12, 2019.

Chairman Coiley called the meeting to order at 7:30 p.m.

ATTENDANCE: Present were Commissioners: G. Salese, R. Brueno, P. Monteverdi, P. Berkenkamp, M. Giorgio, Alternate Commissioners T. Tasso, and C.J. Engelberger, Chairman J. Coiley, Committeeman M. Mihalko, Supt. D. Brennan, and Program Coordinator/Asst. to the Supt. (PC/AS) T. Quirk.

Everyone who attended the meeting said the Pledge of Allegiance.

Chairman Coiley read the following statement: Adequate notice of the meeting was provided in accordance with the Open Public Meeting Act by posting written notice of the meeting at the Municipal Building, 1000 Route 10 and posting such notice to the following newspaper: Morris County Daily Record and filing same with the Township Clerk.

COMMENTS FROM THE PUBLIC: None

CORRESPONDENCE: Supt. Brennan shared a thank you letter with the Recreation Commissioners from the Interfaith Food Pantry for the 42 pounds of donated hot dogs.

ENGINEERING REPORT: Supt. Brennan shared the Engineering report from Dave Leo.

Bee Meadow Pool Lifeguard Stand Installation – Phase II: Installation Complete.

Bee Meadow Pool Dual Slide: Slide specifications from manufacturer are under review. Anticipate bids available on November 26th with bid opening on December 17th.

Basketball Court: Completion of plans and specifications anticipated this fall with installation next spring.

Bee Meadow Pool Deck Repairs: Pool facility was surveyed May 22nd. Trip hazard, crack repair and expansion joint repair totaled \$35,834.00. Insufficient funds to proceed with this work this year. Project will be re-evaluated next year; however, contractor sent email on November 8th stating he will cut approximately \$6,000.00 off the cost if they could do the work January/February 2020.

Bee Meadow Park Playground Installation: Playground equipment installation and final grading complete.

Veterans Park Sidewalk for Playground and Bleachers: Complete.

BUDGET DISCUSSION RECREATION:

Fees for Programs: The current recreation program fees for 2019 were distributed. Supt. Brennan noted that the only recommended increase would be to a few senior exercise programs that currently do not include the \$5.00 registration fee. After a brief discussion a motion was made by **Commissioner Brueno to keep fees the same in 2020, with the exception of reinstating the \$5.00 registration fee for senior programs. Commissioner Berkenkamp seconded the motion. A vote was taken and passed unanimously.**

Fees for Picnics:

A sheet listing the current fees and policies for picnics was distributed by Supt. Brennan. It was suggested by Supt. Brennan and T. Quirk, PC/AS to make the following changes:

- Remove the tent usage fee with the notation that if someone is interested in using a tent they need to contact the fire department for permits.
- The clean-up fee should specifically note that it is a mandatory fee and not waived for any group.

After a discussion the Commissioners decided to leave the current fees the same with the exception of clean up fees being increased from \$25.00 to \$50 for Residents, and \$50.00 to \$100.00 for non-residents. In addition, it was decided to remove the tent usage fee and add the notation that for tent usage the fire department must be contacted for the appropriate permits:

	RESIDENT	NON RESIDENT
Individual	\$155.00	\$310.00
Non-Profit	\$155.00	\$310.00
Profit Organization	\$220.00	\$440.00
Use of Grill	\$25.00	\$50.00
Park Clean-Up	\$50.00	\$100.00

A motion was made by Commissioner Brueno to approve the proposed changes (included above.) Commissioner Berkenkamp seconded the motion. All in favor, motion carried.

Fees for Field and Lights:

Supt. Brennan distributed a copy of the fee schedule and policy for field and light fees. She reviewed with the Commissioners the groups that are currently exempt from team registration fees. T. Quirk, PC/AC reported on fee schedule other local towns charge. Committeeman Mihalko pointed out that the first issue to be resolved is whether to maintain the current ordinance of teams that are sanctioned or to expand and cover teams that are outside of the ordinance but are made up of Hanover Township children, and if so what the charges should be to the teams. After a lengthy discussion a vote was taken. It was unanimously agreed those teams currently exempt from team fees will remain sanctioned and no others teams shall be included. **A motion was made by Commissioner Monteverdi to leave the ordinance status quo. It was seconded by Commissioner Salese. All in favor.**

Light Fees: T. Quirk, PC/AS brought to the attention of the Commissioners that while sanctioned teams do not pay for light fees, all other teams pay a fee. However, Quirk pointed out that the current ordinance does not specifically mention that any teams are exempt. A discussion followed. **Chairman Coiley made a motion to keep the fees for lights as currently structured and amend ordinance 16-4 to include the sanctioned/non-sanctioned teams. Chairman Monteverdi seconded the motion. All in favor.**

In addition, there are some sanctioned teams misusing the lights and leaving them on after their games are finished rather than notifying the light company to shut them down. It was decided a penalty should be enforced when lights are left on past usage time. A decision was made to institute a fee for all teams after two violations. The third violation incurs a fee of \$15.00/sanctioned teams, \$30.00/non-sanctioned teams per hour. **Chairman Coiley made a motion to approve a fee for light violations. A vote was taken and unanimously approved the light fee. Motion passed.**

Field Permits: The Commissioners review current field permit fees. Commissioner Coiley suggested leaving the rate of Group A (100% Hanover Township residents) the same. Raising Group B (51% or more Hanover Township residents) from \$200.00 to \$300.00. Raising Group C (50% or less Hanover Township residents) from \$300.00 to \$600.00. Raising Group D (all non-Hanover Township residents) from \$500.00 - \$1,000.00. In addition, a single use permit of \$100.00 for residents and \$200.00 for non-residents will be instituted. **A motion was made by Commissioner Berkenkamp to raise the fees as voted upon and add a single use fee. Commissioner Salese seconded the Motion. All in favor. Motion passed.**

Facilities: T. Quirk, PC/AS reported the current charge for use of the Community Center by non-profit or community based groups located in Hanover Township is \$100.00 per day or event, unless exempt by ordinance. Groups exempt by ordinance include: Boy Scouts, Cub

Scouts, Girl Scouts, Brownies, all Fire Departments, All Board of Fire Commissioners, Hanover Township Little League, Hanover Township Youth Athletic Association, Hanover Soccer, Hanover Hockey, Hanover Board of Education PTAs, Hanover High School District & PTAs, Hanover Neighbors, Substance Awareness. While the Interfaith Food Pantry, and MCARP are not included in current ordinance, they are not charged. While these groups do not pay a fee they are responsible to pay the Proctor fee if here after hours and no other programs are in the building. The current Proctor fee is \$15.00/hr. for after office hour events.

At Monroe Hall there is no fee unless a proctor is required to open the building. Quirk, PC/AS reported that based on his research other towns rates are significantly higher.

There was a lengthy discussion regarding whether or not to raise fees at the facilities and what fee structure should be implemented. Ultimately it was decided that the proctor fee will be raised from \$15.00 - \$20.00/hour. In addition, usage of the Community Center will be charged at an hourly rate, and the rate is charged by room. Monroe Hall will remain the same for now with no usage charge except the proctor fee to open and close the building for those non-exempt organizations. **Committeeman Mihalko made a motion to raise the Community Center usage fee from \$100.00 per event to an hourly charge of \$50.00/ hr. for the Big Room, \$25.00/hr. for the Art Room and \$25.00/hr. for the Lounge and to raise the Proctor fee from \$15.00/hr. to \$20.00/hr. Commissioner Giorgio seconded the motion. All in favor.**

CAPITAL BUDGET RECREATION:

Lights at Black Brook/Upper Malapardis: Supt. Brennan presented two quotes; one from Musko Lighting and one from Diversified. Musko's quote for two side by side and replace the existing poles, as well as a plan to sell future fixture with roller hockey. The quote is \$115,000-\$130,000 for the tennis courts. It would cost another \$75,000.00 for roller hockey court, bringing the total to \$190,000 - \$215,000.00. The second quote from Diversified in the amount of \$39,700.00 for Black Brook, and \$32,358.00 for Malapardis totaling just over \$72,000.00. This quote does not include replacing poles, but use the poles already in place. Quirk, PC/AS pointed out that Diversified has a different notification system than Musko in that they do not have 24 hour service. Lights would have to be turned on and off remotely from the Community Center. Another option would be a key placed in a lock box.

Fields/Facilities: The discussion regarding fields was tabled until the December meeting. It was agreed to put another \$75,000.00 towards a concession stand at Veterans Field.

BUDGET DISCUSSION FOR BEE MEADOW POOL:

Rates for 2020: There was a discussion regarding adding a Corporate Rate for the employees of companies located in Hanover Township, and whether or not to add a Non-Resident

Grandparent membership. Additionally there was discussion about a rate increase after taking into account there will be two extra weeks of pool membership because of the way the calendar falls in 2020. A vote was taken and it was unanimously decided to add a Corporate Rate, but denied a Non-Resident Grandparent membership. Since none of the projects were completed in 2019, it was decided to only add a minimal rate of \$5.00 per membership. **A Motion was made by Commissioner Berkenkamp to add a Corporate Rate for the employees of companies located in Hanover Township with the fee structured the same as non-residents, and to increase all membership rates by \$5.00. The motion was seconded by Commissioner Giorgio. All in favor.**

Bee Meadow Pool Capital Budget Items: It was agreed to put \$25,000.00 away for needed repairs and expenses.

PROGRAM COORDINATOR'S REPORT:

Basketball: Registration has just opened for basketball.

Wrestling: Currently there are 46 registered for wrestling. The new uniforms came in today.

Ski Club: To date, 61 registrations have been received. There were a record number of parents (42) at the parent meeting on Monday. We received notification from Shawnee that the mountain will be closing an hour earlier this year. Rather than leave at 10:00 p.m. as in previous years, the buses will be leaving at 9:00 p.m.

AED Removal: Due to the temperature, AEDs were removed from the parks this past week. An email was sent to all teams asking if they wanted a portable AED to contact Recreation.

SUPERINTENDENT'S REPORT:

Proposed Calendar of Events in 2020: Supt. Brennan distributed the schedule of upcoming events for next year.

Here Comes Santa Claus: Recreation's next event, Here Comes Santa Claus, will be at the Community Center on December 7th from 2:00 p.m. – 4:00 p.m.

Volunteer Recognition: Recreation's first Volunteer Recognition celebration will be held tomorrow at the Hanover Manor from 6:00 p.m. – 8:00 p.m.

Presentation to Committee: Supt. Brennan will be giving a presentation to the Township Committee on November 25th highlighting the Recreation Department's activities in 2019.

OLD BUSINESS:

Basketball Sponsorship by Pearly Whites: While Pearly Whites could not afford the \$2,000.00 sponsorship they will be sponsoring the K-2 Kindergarten Clinics.

CLOSED: Chairman Coiley made a motion to close the meeting to the public at 10:00 p.m.

Chairman Coiley read the following statement:

Whereas the Open Public Meeting Act, Chapter 231 of the Law of 1975, which provides that a public body may exclude the public from that portion of the meeting at which the public body discussed certain matters from which confidentiality is required as permitted by Section 7b of the Act.

1. The following matter of Personnel is to be discussed by the Recreation Commission on a confidential basis as provided in Section 7b of the Act.
2. The matter will be considered at this time and the public shall not be admitted to this discussion.
3. The result of the discussion set forth above, to be conducted in closed session will be disclosed to the public, if possible, when the meeting is reconvened.

OPEN AND ADJOURNED:

The meeting came out of closed session at 10:05 p.m. and reconvened into open session. No business from the closed session was finalized.

MINUTES AND VOUCHERS: Commissioner Berkenkamp made a motion to approve the vouchers at the November 14, 2019 meeting. Commissioner Brueno seconded the motion. All in favor.

Commissioner Berkenkamp made a motion to approve the minutes from the October 15, 2019 meeting . Chairman Monteverdi seconded the motion. All in favor.

Commissioner Brueno made a motion to adjourn open session, seconded by Commissioner Berkenkamp. All in favor. The meeting was adjourned at 10:10 p.m.

Respectfully submitted,

Dinah Schill

Board Secretary