

## January 19, 2016

A Special Meeting of the Board of Recreation Commissioners was held on Tuesday, January 19, 2016 in the Community Center.

Everyone who attended the meeting said the Pledge of Allegiance.

Chairman Coiley called the meeting to order at 7:00 p.m.

Present were Commissioners G. Salese, M. Giorgio, P. Sages, Chairman J. Coiley, Supt. Brennan, and Program Coordinator T. Quirk. Comm. Monteverdi was absent.

Comm. Berkenkamp arrived at 7:20 p.m., and Committeeman Brueno arrived at 7:25 p.m.

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.

### RE-APPOINTMENT OF DENISE BRENNAN AS SUPERINTENDENT

Comm. Giorgio made a motion to reappoint Denise Brennan as Superintendent of Recreation and Parks Administration for 2016. Comm. Sages seconded it. All approved.

### COMMITTEE ASSIGNMENTS

Chairman Coiley asked if everyone would like to keep the same assignments.

After a brief discussion, Chairman Coiley was assigned to Finance/Policies and Procedures. All other assignments remained the same.

### YEAR-END REPORT

Supt. Brennan read the highlights from the 2015 Year End Report.

Supt. Brennan stated that Recreation had a very successful year. Dial A Ride increased the number of clients, adding 65 new clients in 2015.

Recreation increased the number of programs, added some new events, and reintroduced the Senior Golf Outing.

Supt. Brennan stated that on average the number of people who come through the Community Center has increased to an impressive 1,700 people per month last year. She stated the Senior Citizens meet here twice a month, in addition to M-CARP, but a large part of the increase is due to the Recreation programs. The average monthly attendance for daytime events is 950 people, evening events 800 people.

Bee Meadow Pool increased memberships to 376 families. Multi-day guest passes were added increasing guest receipts to over \$22,000. In addition a ¾ meter diving board with a 14-foot board was added, along with a new Recreation area.

A Deep Water test for children under age 9 was added as part of the pool safety program.

Work continues in the main office with painting. The final piece will be the installation of a new counter completing the upgrades to the main office.

Supt. Brennan stated she will post the Year End report online.

#### ADJOURN

Comm. Salese made a motion to adjourn the meeting at 7:15 p.m. Comm. Giorgio seconded it. All approved.

#### RE-OPEN

Committeeman Brueno made a motion to re-open the meeting at 7:30 p.m. Chairman Coiley seconded it. All approved.

The Regular Meeting of the Board of Recreation Commissioners was held on Tuesday, January 19, 2016 in the Community Center.

Everyone said the Pledge of Allegiance.

Chairman Coiley called the meeting to order. Present were Comm. G. Salese, P. Sales, M. Giorgio, P. Berkenkamp, Supt. Brennan, Committeeman Brueno, and Chairman Coiley. Comm. Monteverdi was absent.

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

Three member of the Hanover Township Education Foundation were in attendance to present their request to add an additional 5K route not currently approved in the Special Events Policy of the Township Committee.

Brandi Linfanti (31 Windemere Road, Whippany) presented on behalf of the Education Foundation. Also in attendance from the Education Foundation was Anthony Scarpino, Vice President of the Education Foundation (15 Old Farm Road, Cedar Knolls), and Barbara Freda (10 Sunset Drive, Whippany.) Ms. Linfanti stated there was a meeting with the Township Committee last week to listen to

their concerns about the requested route for their Annual 5K run. She stated they made modifications to the route as outlined on the map she presented to the Commissioners. She stated that the changes included more minimal surface on Whippany Road, and they cut down on the number of turns. She offered the Committee a chance to review the map.

Supt. Brennan distributed copies of the Special Events Policy and Permit Application provided by Township Administrator Joseph Giorgio to the Public and Commissioners.

Mr. Scarpino stated some of the concerns they tried to address was to minimize the number of turns, keep the course off of Eden Lane and on the South Side of the High School property, and eliminate everything to the East and North. He explained last year the starting point was Eden Lane. This year they anticipate more runners than last year and as such could create a back-up. He noted they were moving further up Whippany Road and would engage more of the High School property. The big walking path that goes all the way round made up some of the distance. The route is basically controlled to the East Side and does not engage Eden Lane property.

Comm. Sages questioned how the 5K goes along the High School walking path.

Mr. Scarpino explained when you travel the whole distance you pick up about three-quarters of a mile as it goes along the walking path. "We were trying to see if we could even engage the actual track itself but getting people in and out of the track as part of the race was logistically too much. What I did was use a program that runners typically use. It's not exact to 3.1 miles but gives you a very good estimate within 25-50 yards from start to finish. What we plan to do to certify this route is actually start at the finish line and work our way backwards. We will determine where we actually want to finish on Fairchild Road. It's basically right outside the high school so people can run through the finish line and enter the teacher's parking lot on the auditorium side of the School. That is where the awards will be handed out; in that parking lot. So we moved off of a Residential or Commercial property onto the School property."

Committeeman Brueno asked if there was a list of how the funds were distributed last year's run.

Ms. Linfanti stated funds have not yet been distributed. She explained the Foundation didn't actually reboot till last March and they went right into race mode. They spent the whole time fund raising. She explained everyone who works for the foundation is on a volunteer basis, and it's been hard getting the website done. But she noted they are now on target.

Comm. Berkenkamp asked what the concerns were from the Mayor who kicked the Policy back to this Committee.

Committeeman Bruno explained there was a Committee that was put in place and that Committee came up with two established routes. In addition to the HTEF there are other Organizations in town who want to run races and feel they need to have a unique race every time. So the committee came up with two routes one starting at Malapardis and one starting at Bee Meadow. HTEF came back and said

neither of the routes were acceptable to them, instead they want to run the race from Whippany Park. That's what brought the group to the Recreation Commission Meeting.

Chairman Coiley asked the HTEF why they don't want to use one of the two outlined routes.

Ms. Linfanti stated the reasons are outlined in the presentation noting in particular they feel strongly about being focused over by the school because of their tie in with the community. In addition included the following reasons:

- The firemen are actively trying to recruit for their route and the races are less than a month apart. HTEF believes it will diminish the participation across the board for one or the other.
- While Malapardis is lovely it's a hard route to run and HTEF expects a lot of young runners and also Senior Citizens and HTEF feels it will exclude them from participating. Last year we had people in their 80's participate.
- Ms. Linfanti stated that location will provide a great staging area to show off all the Education Foundation has going on, and will also provide ample parking.
- The had a great start with over 400 people our first time and people really enjoyed the course.

Mrs. Linfante pointed out the Malapardis route is not certified.

Chairman Coiley responded that it can be easily certified.

Ms. Freda stated that by adding this course there would be a course in Cedar Knolls, one at Bee Meadow and one in Whippany in the Salem Drive Section.

Chairman Coiley added we would need to get consent from Carol Grossi and clarify if they certify the course are they willing to open it up to all organizations to use.

Ms. Linfanti stated she has confirmed yes to her, as long as the appropriate building and school grounds paperwork is filled out.

Chairman Coiley stated that it's actually a question for the Board of Education.

Ms. Linfanti stated that was how Carol Grossi answered her. Carol Grossi told her it's a public school, and is the same as the K-8, and would have to be opened to anyone who wanted to use it, you can't discriminate.

Chairman Coiley explained we are not the ones who make a final vote.

Committeeman Brueno clarified The Committee who wrote the Policy included two courses. The Committee included Supt. Brennan, Township Administrator Joe Giorgio and other Department Heads from Town. The Policy covers all special events not just 5k. Once it went to the Committee they couldn't approve it with another event going on out here. So the document was not voted on. It comes back to Recreation to say do you want to amend the document. Then it goes back to the Committee to add this course if that's what we decide to do. We have to go through protocol. Recreation is going to have to vote whether to approve the policy or whether to include another route.

Comm. Sages noted there are some valid concerns. Malapardis is a little harder to run.

Committeeman Brueno pointed out the alternative is Bee Meadow.

Mr. Scarpino agreed it is a fine route, but runners in town don't want to run the same route.

Chairman Coiley asked if HTEA would consider moving their event to another date so as not to conflict with other events going on within the approximate timeframe.

Mr. Scarpino replied the date (June 11) is tied to the school year and that ends in June.

Chairman Coiley responded there would be no difference in June or September.

Ms. Freda stated Carol Grossi told them that June would be the best time of year.

Chairman Coiley again stated there needs to be a discussion with Carol Grossi to confirm the town can use this course?

Ms. Linfanti replied to Chairman Coiley it's not really the town, it's HTEF as they would be filling out the forms.

Committeeman Brueno explained if the race was all self-contained on the high school property they could do whatever they want. But once you go out on the Township roads we become involved.

Chairman Coiley thanked HTEA for their presentation and noted they made some good arguments.

Ms. Infanti inquired as to what the next step would be because they are running behind time.

Chairman Coiley explained we have to contact Carol Grossi to see if she approves all/any Organizations using their property before we can put this request into a Township document.

Committeeman Brueno further added, the first question is do we want to go back and revisit the policy.

Ms. Infanti asked the Committee if they could just take care of the HTEF now since the document is not yet a policy and that would allow them to get going .

Chairman Coiley explained this Committee does not have that authority.

Supt. Brennan stated for clarification it wasn't "Recreation" who designed the Policy. All the Township Department Heads, Police, Public Works, the Administrator, we all put this Policy together as the best way to run Special Events for all requests. Recreation voted they liked the policy.

Committeeman Brueno said they would discuss this as a committee and get back to you before the end of the week.

CORRESPONDENCE:

No Correspondence

## TOWNSHIP COMMITTEE REPORT

Committeeman Brueno stated the Special Events Policy is in his Report. The Policy was put together to cover all special events by Supt. Brennan in conjunction with all the other Department Heads. Purely coincidentally this race came up at the same time. 5K's are one of the events covered in this policy. They (HTEF) are not the only requests we get, there are a lot of them. The feeling was to have one route in Cedar Knolls and one in Whippany.

Supt Brennan said she spoke to Carol Grossi today and asked the status. She said the HTEF has not yet filled out any paperwork have not put in any applications, she said certainly she will approve it but they have not yet filed any paperwork.

Mr. Quirk added he spoke with Lt. Roddy. To clarify, what Lt. Roddy said was that the Police would make work whatever was approved. He did not see this route until today.

Committeeman Brueno said he also spoke to the police and ultimately they will do what we ask. But if you ask would they rather see the race run out of Bee Meadow or Malapardis or the High School, they will say it's a much bigger cost to have it at the High School. They will have to bring in more employees on overtime. The HTEA is saying they don't care what the cost is because they have to pay the costs. It's part of the requirements. They didn't pay last year, but they will have to pay this year. It is a requirement in the policy that all organizations have to reimburse payments to all departments i.e., Police, Public Works.

Committeeman Brueno summarized by noting this boils down to a couple of considerations, we have two approved routes. Do we want to add the High School which would require written permission from Carol Grossi and will take a couple weeks to finalize. Or, choice two; do we just want to add an option that says we have two approved routes. If an organization from town wants to add a route they come to town, present their case and we will consider an alternative or a third potential route.

Comm. Salese commented if you approve an exception for one group how will you ever be able to say no to another group?

Committeeman Brueno commented that he felt two routes are adequate for the size of the town.

Chairman Coiley commented he was okay with the policy as is.

### Motion:

Comm. Berkenkamp made the following motion; We have reviewed the policy at the request of the Committee and make a motion to not make any changes or amendments. Comm. Giorgio Seconded. All approved. Motion Carried

## BUDGET

Supt. Brennan reviewed the plan from the last meeting for bathroom and concessions at Brickyard and Veteran's Field, and stated we are going to put those in as our capital requests. If we have to drop one

of them my recommendation would be to drop Veteran's Field as Brickyard is where most events are held.

We will be putting money aside again for the turf field.

Supt. Brennan noted the Engineering department is awaiting approval from the Township Committee on the concept design and authorization to proceed with the solicitation of the proposal. We will write a letter saying Recreation recommends this and Committeeman Brueno can give it to the Committee.

With regard to the cost of getting work done at the pool , both Bee Meadow Pool and baby pool need sandblastin, painting, caulking. With everything that needs to be done the cost is \$35,000. We have \$85,000 in the Capital Account. We are having \$3,000 work done on the pumps. The cost is for total pumps and both pools. These are all necessary expenditures.

On the Operating Expenses, I added a line item of Furniture/ Fixtures and Equipment for tables and chairs for here at the Community Center.

I put a small line item in for the Healthy In Hanover for some of the activities we are doing.

FEE STRUCTURE:

POOL: Supt. Brennan distributed a table taken from the report Silvio Esposito gave at the October meeting. The table shows membership fee structure based on raising the fee in increments of 3%, 5% and a flat \$5.00.

It was agreed by all to implement a 5% increase in 2016.

FEES: Program Coordinator, Tom Quirk stated after doing research he found our fees are considerably low. Fees for all categories are being doubled and noted we are still considerably lower than other towns.

Currently there is no charge for lights, however most towns do charge a fee. Some towns charge fees as high as \$50.00/hour. We are proposing a light fee of \$15.00/hr.

Comm. Sages noted he felt a more appropriate Team Registration fee would be: Category A: \$150, Category B: \$200, Category C: \$300, Category D: \$500.00

Supt. Brennan explained the plan is for this year to go with doubling current numbers and then rethinking again next year about raising the fee.

Supt. Brennan asked the Committee how they felt about charging the light fees for exempt groups HTLL, HTYSA, HTYAA (Football)

Chairman Coiley ask to them exempt from the light fees.

Motion to approve. All in favor.

SUPERINTENDENT'S REPORT:

Healthy In Hanover has started their programs with HIT Kid Fit with over 40 kids in attendance. February 3<sup>rd</sup> there will be a Nutrition Workshop and the topic is Healthy Dinners. On February 28<sup>th</sup> we have Family Kickball scheduled.

Other activities scheduled are a trip to the Paper Mill Playhouse on February 10<sup>th</sup> to see a Bronx Tale and a trip to the Philadelphia Flower Show on March 12<sup>th</sup>. This year's theme at the Flower Show is 100 Years of National Parks.

SUB-COMMITTEE REPORTS:

Shared Services:

Committeeman Brueno stated we have resolved with the Board of Education that Recreation events take place over out of town Organizations. The other two issues are access to the gym on Saturdays and the bus transportation for Summer Plus Camp and the Travelling Teen programs. They are going to go back and review to see if they can make some concessions on how they bill us. The current agreement is in effect until March 31<sup>st</sup>.

Personnel:

Supt. Brennan stated she made a request in the budget to reinstate the part-time afternoon DIAL A RIDE dispatcher position. We were going to try and see if we could do without that position after Jackie was promoted to full-time in the Recreation Office. However it's been difficult as our office is very busy as is the DIAL A RIDE office.

OLD BUSINESS:

Supt. Brennan stated we are looking to get the defibrulators in the Parks by Spring.

NEW BUSINESS:

Monroe Hall Parking Lot:

Supt. Brennan stated she had a conversation with Mr. Giorgio over the parking situation at Monroe Hall. Townhouses are being built across the street where a lot of people used to park. Once they are built people will no longer be able to park there . The question was asked if it would be possible to extend the parking lot.

Committeeman Brueno said he felt it made sense as there is very limited parking over there, but would have to check to see if it's even feasible and recommended checking first with the Building Department.

Malapardis Park Path:

Supt. Brennan said she received a call from a resident about the path that runs along the tennis courts down to the parking lot at Malapardis Park. The resident sent pictures and then met with Bill Brittle and

me. The path is in pretty bad shape. Supt. Brennan said she will call the insurance company and get it done as a safety issue.

Committeeman Brueno suggested calling Bill Burnes in the Engineering Department.

OTHER:

Supt. Brennan stated she got a call from Cultural Arts who wants to have a trip to see the State Street Ballet perform Carmen. It's in Purchase NY . The issue is Cultural Arts cannot put it in their budget as a line item. Silvio Esposito suggested they run the trip through Recreation.

The problem is what happens if they don't sell the tickets. The tickets are \$70.00 and the bus cost is \$633.00. Like any of our programs we have to put the cost out up front. Supt. Brennan explained usually tickets have to be purchased in advanced.

Comm. Berkenkamp ask how much we would be out if the tickets don't sell.

Supt. Brennan stated it would cost approximately \$3,100.00

Comm. Sages also felt it was a lot of money to put out and agreed they should put out a mailer to gauge interest before we purchase tickets.

Committeeman Brueno stated the Committee is certainly willing to help facilitate this trip but we have to gauge interest.

APPROVAL OF MINUTES AND PURCHASE ORDERS

Committeeman Brueno made a motion to approve the minutes from the December meeting.

Commissioner Giorgio seconded the motion. All approved.

Committeeman Brueno made a motion to approve the purchase orders. Comm. Giorgio seconded the motion. All approved.

CLOSED

Comm. Berkenkamp made a motion to adjourn the meeting at 9:15 p.m. Comm. Sages seconded it. All approved.

Respectfully Submitted

Dinah Schill