

# **RECREATION COMMISSION**

## **REGULAR MEETING**

**April 26, 2012**

Present: Mr. Kevin Bodnar (arrived at 7:42 p.m.)  
Mr. Michael Breslin (arrived at 7:42 p.m.)  
Mr. Salvatore Cortese, Chairman  
Mrs. Jan McCabe  
Mrs. Maureen McEntee  
Mr. Gerard Sittmann, Vice Chairman  
Mrs. Maggie Slawinski

Mrs. Karleen Leahey, Recreation Director  
Mrs. Katie Bezold, Events Coordinator

Councilwoman Laurie Fu

## **PLEDGE OF ALLEGIANCE**

Mr. Cortese called the meeting to order. He stated that adequate notice of this meeting has been posted and published in accordance with Chapter 231 of the Public Law of 1975, "Open Public Meetings Act."

## **SPECIAL PRESENTATION**

Mr. Cortese noted that at tonight's meeting a very special person will be honored. His presentation offered deep thanks and appreciation to Melissa Gibson as a very special community volunteer, especially for her efforts in making the Municipal Alliance and "Kids Helping Kids" programs the critical successes they are today. She was also presented with the key to Morris Plains. Melissa thanked everyone for this honor.

Various Commission members offered their compliments and thanks also. Photographs were taken. Borough Council members in attendance were: Suzanne McCluskey, George Coogan, Jason Karr, and Ray Zabihach. Mayor Druetzler was unable to attend due to a schedule conflict.

## **APPROVAL OF MINUTES**

Mr. Cortese requested that all members review the minutes of the Commission's March 22, 2012 Regular Meeting.

**Mr. Bodnar (???)** moved that the minutes be approved, seconded by Mrs. Slawinski. Voice vote. All in favor. Motion carried.

## **COMMENTS FROM THE PUBLIC**

Mr. Cortese opened the meeting to the public to speak on matters other than those on the agenda. Hearing none, he closed this portion of the meeting to the public.

## **DISCUSSION**

### **Sports Organizations and Concussion Injury Procedures**

The subject of concussions was raised. Mr. Cortese advised he will talk with the soccer organization. He also provided information on a head injury program that is in place in connection with United Soccer. Mr. Cortese also requested that the various Commission sports organization liaisons contact those organizations, especially those organizations that use the school facilities, and more specifically the basketball organization's board. Although Little League most likely has a process for these injuries, but a follow-up would not hurt.

Councilwoman Fu advised that certifications need to be provided to the Borough Clerk by May 11, 2012.

Cross discussion concerning the management of this process, coaches using Borough property having the necessary certification, coaches having the necessary updated training as appropriate, getting letters out to the sports organizations concerning the need for compliance on this issue, and that all required approvals are obtained.

Mr. Cortese stated he will ask Stephanie to provide a written response ensuring that the Rutgers safety course includes a segment on concussions and that it meets the proper standard. He provided additional commentary on processes already in place by certain sports organizations. The Commission will do its best to comply with all Borough requests for information and certifications.

Councilwoman Fu advised that once the training is done, her information instructs that the coaches should carry this form on a clipboard, tells them what the signs to look for are, that it must be given to a parent, and that there are steps the parent is supposed to go through before future play. She also

commented on web site information available to parents so they can know the responsibilities of the coaches.

Mr. Cortese stated the individual sports organizations will need to enforce these matters themselves having been provided the necessary information as to what they must do.

Continued cross discussion, including if sports organizations do not enforce these regulations, they can be banned from using the fields, expressions of concern about this, parents acquiring an evaluation from a doctor permitting play and whether this is enforceable or not and coaches' roles, the Borough Attorney's position, Borough insurance issues, and difficulty in tracking the precise occurrence of an injury (what sport, what team, what municipality).

Mr. Cortese commented that he believes the monitoring and issues involving these injuries will be significantly more difficult than the background check process was for the sports organization coaches and other staff. He will talk with the Borough Clerk to advise how the Commission plans to handle this. He will also contact Stephanie to obtain the necessary information concerning the Rutgers program.

#### **RECREATION DIRECTOR'S REPORT – April 2012**

Mrs. Leahey presented her report. She mentioned she received an e-mail today advising that the eighth grade graduation will be held on Wednesday, June 13, 2012, and the recreational adult soccer group should be reminded that they will not be able to use the gymnasium that night. She provided information on materials she included in the Commission members' folders.

**Breakfast with the Easter Bunny and Easter Egg Hunt** – Mrs. Bezold reported that 250 tickets were sold. She provided additional information concerning this event. It was a rainy day and that, no doubt, kept the numbers down somewhat, but this was actually not a major problem due to available seating. Commission members thanked her for a great job and that it was nicely done, too.

Cross discussion about the possible need to raise the per ticket cost and handling the seating availability on a nice weather day.

**Summer Recreation Camp** – The proposal was made for children to be able to go on the "off-campus" trips even though not registered as a Camp participant, but rather paying to attend on a trip-by-trip basis. These children would need to have an event specific permission slip approved in order to participate. This suggestion is still under review. This could help in allowing a trip to occur since a certain number of passengers for the bus must be met.

Cross discussion, including concerns in connection with the youngest children going on water park/Sandy Hook trips relating to possible liability issues, perhaps only fifth or sixth graders and older for water park/Sandy Hook trips, members liked the overall idea, other possible sites such as Sunrise Lake, Lake Tomahawk, Camelbeach or Freehold, an indoor "i Play America" park, how best to plan to control the youngest children on such trips, what adult supervision would be required. The Sandy Hook trip was eliminated and revisions were made to several other suggested trips.

Councilwoman Fu advised she would like to review this proposal with the Borough Clerk.

Mrs. Slawinski raised the question of how the recreation camp program will run without those people who would be participating in the off-site trips.

Mrs. Bezold explained there will be a number of counselors who have now graduated from college; at this time they have not been assigned specific adult counselor responsibilities. She provided information as to how these counselors could be placed within the recreation camp program. Additionally, she also provided general information on the hiring program.

Cross discussion in connection with the employment of adult counselors.

Mrs. Leahey advised that there is no actual due date when employment applications are due, but the interviewing/pre-hiring process is scheduled to begin next week. Necessary paperwork needs to be placed on the Consent Calendar in a timely manner.

Several members suggested that e-mails be sent to last year's employees providing them with an absolute due date for providing an application if they want to be considered for employment this season.

Mrs. Leahey advised she included the summer camp enhancement program flyer and registration form in the members' folders. So far a total of \$26,824 has been received for summer camp enhancement programs, and registration has only been open for one week. The total to-date Pool registration amount is \$25,500 which is good when compared to last year at this time. She commented on two baseball game trips (Yankees-Mets and Mets-Padres). She advised that all trip information has been provided to the Borough Clerk so she is aware for insurance purposes.

The suggestion was made to put an age restriction on the baseball games so that there is not a large group of 14 year-olds for example. This will be determined as calls are received for tickets.

Mrs. Bezold provided "dynamic pricing" information in connection with the baseball game tickets. Fifty-four seats have been reserved for each, no deposit required. She is not advertising these games in the newspaper at this time.

Cross discussion about possible future bus trips to sports events.

Mrs. Bezold provided information about the company that provided the comedian for Comedy Night. There are many other kinds of activities/events they are able to offer.

Cross discussion in connection with a review of the proposed permission slip for recreation camp off-site trips, issues concerning children bringing necessary epi pens and/or medications on trips, food allergy issues, sports organizations practicing and games, and accessing medical emergency equipment at the Community Center.

Councilwoman Fu advised that the Borough Clerk is checking with the insurance company on issues relating to the required/proper wording for permission slips.

### **REPORT OF COMMITTEE**

**Family Day** – An update was provided on the rides, advising they were able to negotiate an upgrade and pricing. Chris Gardner has agreed to play at this event and a possible battle of the bands is still being considered for the younger attendees. One more band is needed; there are three bands in town, but one will be away on this date.

Members suggested several bands that might be able to participate.

Cross discussion about other Family Day matters, including that the Commission has the checks to distribute versus the checks being mailed out.

### **APPROVAL OF VOUCHERS**

Mr. Breslin moved that the vouchers be approved, seconded by Mrs. Slawinski.

Mrs. Cortese requested that members review the color-distinguished sheets in yellow. Mr. Breslin moved they be approved, seconded by Mr. Bodnar.

Voice vote. All in favor. Motions carried.

### **OLD BUSINESS**

Mr. Cortese advised that the Greystone fields will be starting soon. He believes these fields will be operational by the summer of 2013. Eventually there will be football fields and pools, too.

## **NEW BUSINESS**

Mrs. Slawinski asked if there might be any budget funds to buy several outdoor tents for use at Family Day. They would be used to provide some shade when the weather is hot.

## **DISCUSSION**

Mr. Cortese asked Mrs. Bezold if assistance is needed in connection with the interviewing process.

Mrs. Bezold responded that she knows most of the young people, most of those to be interviewed are some junior counselors (freshmen going into sophomore) and sophomores going into junior who have not done this work before. She does not believe she can handle all of these applicants alone. While she is uncertain of the final count of participants, she believes it will be more than 300.

Mrs. Slawinski recommended this process be accomplished as quickly as possible since it is fairer to tell people they do not have a job than to delay this.

Cross discussion, including posting a sign that breaks down costs, what other recreation departments charge for similar programs and what their programs are offering, final approved budget for Family Day, and summer camp and pool registration issues.

There being no further business, Mr. Breslin moved the meeting be adjourned, seconded by Mrs. McCabe . Voice vote. All in favor. Motion carried.

Karleen Leahey  
Commission Secretary

Recording Secretary  
Maureen Sullivan