

# RECREATION COMMISSION

## REGULAR MEETING

October 25, 2012

Present: Mr. Kevin Bodnar  
Mr. Michael Breslin (arrived at 8:15PM)  
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."

### **APPROVAL OF MINUTES**

Mr. Sittmann moved that the minutes of the September 27, 2012 Regular Meeting be approved, seconded by Mr. Bodnar. Voice vote. All in favor, except Mrs. Slawinski who abstained. Motion carried.

### **COMMENTS FROM THE PUBLIC**

Mr. Cortese opened the meeting to the public to speak on matters other than those on the agenda. No comments were forthcoming, and this portion of the meeting was closed to the public.

Mr. Cortese advised that the playgrounds are in great condition. They are clean and safe and full of playing children. He provided additional information on work being done by the Department of Public Works (DPW) employees, the new turf practice field, and Opening Day on November 3.

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

Mrs. Leahey presented her report.

**Garage Sales** – There were 75 participants, and at \$15 each the total was \$1,125. She provided details on expenses (\$218 and \$77.99) and profit (\$829.20). She explained some of the documentation provided.

She also provided information in connection with a Rutgers Safety Recertification Course situation, the fee, the course she conducts and her charge, and the voucher. She has requested a copy of the sign-up sheet.

Cross discussion about classes needed, basketball and hockey were specifically mentioned. Also discussed was the need to keep the contact list updated, issues relating to fees for non-residents, shared services, course offered in August by Morris United, and the need for Stephanie to provide certain information on a regular basis as well as discussion about increasing her per rate (as of January 1, 2013 it would be \$40 per hour for the three-hour course versus the current \$30 per hour) and the length of the course.

A motion was made to approve the revised salary for Mrs. Crowley by Mr. Bodnar, seconded by Mr. Sittmann. Voice vote. All in favor. Motion carried.

**Kids Helping Kids** – Mrs. Leahey advised she attended the Kids Helping Kids Mentor Recognition Ceremony and ice cream social. Councilwoman Fu attended, too, and she commented on the mentor volunteer hours (over 1,000) and on some of the volunteers. She provided an update on response to an e-mail seeking additional volunteers; no one has indicated a willingness to assume the leadership of the organization, a critical need.

Continuing, Mrs. Leahey gave information on a very successful program of the Morris School District known as SNAP – Special Needs Athletic Program. It is not Autism Speaks, but is supported by it. She will attend a meeting next week to learn more about how this program works. She hopes Melissa, Ann, and Laurie will also be able to attend. She is uncertain as to exactly how she hopes this program may be able to help support the Kids Helping Kids program.

Mr. Cortese commented on the history of the Commission's involvement and support of the Kids Helping Kids, especially is it the right "fit" for this program. He believes there is a need for this program, but was initially and still is not certain if this program is a truly a recreation program or more of a learning program that belongs somewhere other than with the Commission. He cautioned against Mrs. Leahey taking on the position of the leader of Kids Helping Kids since she has a full plate of work already.

Cross discussion about the Kids Helping Kids program, including the attempts that have been made to encourage greater support and hands-on, active participation, the need for a leader for this program, new ideas on how to proceed right now to save this program, the SNAP program, should Kids Helping Kids be merged with SNAP or possibly another similar program if this was possible, and when to reach a decision on this program regarding the Commission's involvement. The consensus was to let this program run through

the end of the year, and that the Commission can assess the situation in January.

The recommendation was made that a Board for Kids Helping Kids be established and that the members plan to attend the Commission's January 2013 meeting.

**Spring and Summer Recreation** – Mrs. Leahey advised she has contacted the U. S. Sports Institute. A new scrimmage program is being suggested to focus on 11 to 14 year old children. She also discussed the proposed USSI tennis program(s) with more attention to age and ability of students. She next provided information about a hoped-for theater program. She commented on other proposed programs also.

Cross discussion about some of the proposed programs, including the theater program, the concern that while there is interest in non-sports activities, Morris Plains is more a sports-oriented community, and program fees.

Mrs. Leahey advised she has completed the Red Cross CPR/AED/first aid program.

**Community Pool** – Mrs. Leahey commented on the Pool Income and Expense Report that she prepared. T-shirts and bathing suits are included under the Office Supplies heading. Also included is a breakdown of costs and revenue for the Snack Stand business.

She also advised that the Budget Worksheet was received from Finance and is due back by December 17, 2012.

Cross discussion about the data contained in the Pool Income and Expense Report, including that overall the Pool “was up”, re-evaluating certain elements of how the Pool operates, more details regarding Facilities Maintenance, Office Supplies and on several other report categories, including water/utilities, and Swim Team information.

The Commission members appreciated the completeness of this report.

Mrs. Leahey advised that any revisions to the Fee Schedule must be submitted to the Clerk no later than Monday, November 5, 2012.

**Plains Talk Submissions for Recreation Commission** – A request was made to include a blurb for all the sports write-ups stating “Morris Plains Residents Only.”

Mrs. Leahey next advised that she has given each member a worksheet to assist in any necessary revisions to the Recreation Fee Schedule.

Cross discussion concerning important dates and deadline dates.

**Recreation Fee Schedule:**

**Community Pool** – Discussion about the guest passes, including the possibility of having a child guest pass fee and an adult guest pass fee, and issues about the Swim Team fee together with complaints received about when Swim Team members can use the Pool, and whether there is another alternative for Swim Team membership that would be more agreeable to more people (different fee, such as the fee for a single member) or different color badges for Swim Team members.

Mr. Sittmann moved that the Swim Team fee will be \$130 and that Swim Team members can use the Pool at any time up through the last day of Swim Team activity (generally July 30), seconded by Mrs. Slawinski. Voice vote. All in favor. Motion carried.

Mr. Cortese requested that Councilwoman Fu or Mrs. Leahey advise the Clerk that the Commission is recommending that for a \$130 fee, Swim Team members (and only Swim Team members) will be able to use the Pool until the end of the Swim Team season. This information will also need to be included in the Pool handbook and on the Swim Team membership form. He also advised that all other fees would remain the same.

**Recreation Camp** – Mr. Cortese opened the discussion concerning fees in connection with the various Camp programs.

Mrs. Leahey advised that last year there were only seven “late” fees paid; most people paid the Early Bird fee.

Cross discussion about the various expenses for this program, including the start-up costs, operating income, T-shirts, especially for the bus trips, the overall fee for the camp, the success of the enhancement programs, enhancement programs subsidizing the overall camp programs, charging an administrative fee for the bus trips, and pros and cons of offering discounted fees for multiple children being registered together with the fact that one or more of the sports organizations offer this type of arrangement.

Mr. Cortese recommended that the fee remain at \$160 per child for the Early Bird registrants. These early registrants would receive a T-shirt. Those who register after the deadline date will pay a higher fee.

Mr. Sittmann expressed concern about taking money away from the potential “pot” if T-shirts are given away free without the cost being included in the fee.

Mrs. Leahey stated she believes the \$160 fee is a good one, but that the “late” fee (\$210) could perhaps have \$5 added to it. She did state that \$5 could also be added to the \$165 to help cover the cost of T-shirts.

The consensus of the Commission is that the Camp fee be \$165 and that the fee to be charged after the registration deadline be \$225.

Mr. Bodnar moved that the Camp fee for the 2013 season be \$165 (plus a free T-shirt) and the “late” registration fee will be \$225, seconded by Mr. Sittmann.

**Roll Call**

Yeas: Mr. Bodnar, Mrs. McCabe, Mr. Sittmann, Mrs. Slawinski  
Nays: Mrs. McEntee  
Abstain: Mr. Cortese  
Absent: Mr. Breslin

**Motion carried.**

Cross discussion about the T-shirts, the ordering of them, getting the sizes needed, and whether extra T-shirts (at \$5 each) are desired by registrants.

**Keys** – The cost will be \$10 each.

**Field Fees** – This fee will be \$300 and applies to, for example, UPS wants to hold a picnic at Community Park. A one-time use for Morris Plains is \$150 and an entire season use (three months) is \$500. A fee of \$1,000 is for an outside organization who wants the three-month season use.

Cross discussion about the field fees, use of the fields with and without having obtained an application, and the possible need for signage advising people that the use of fields, the pavilion, and the gazebo are by approved application only; that use is not on a first-come, first-served basis.

Mr. Cortese advised of certain situations in which the fee can be waived. An application must be submitted and the Commission must make a recommendation for waiver to the Clerk. He also commented that a park is a park, a public space, and that the Borough does not want many signs throughout the Borough.

Mr. Cortese stated these fees will remain the same.

Mrs. Leahey will submit this fee information to the Clerk on Monday.

**Trips** – Mrs. Leahey advised she was requested by Mr. Cortese to prepare a procedures outline for the trips so that everyone is familiar with these procedures.

Mr. Cortese requested that each Commission member review the trips document and be prepared to recommend any changes at the Board's next meeting.

Mrs. Bezold provided information on *Elf on Broadway*. Next she provided an update in connection with the Radio City trip. She also included issues that are causing some difficulty in ensuring these bus trips can be 100 percent filled.

**Bonfire** – Mrs. Bezold provided information concerning the plans for the upcoming bonfire, including the cost of and the payment for the porta-potties. The allocated budget amount is \$1,500.

Mr. Cortese reviewed the various aspects and supplies needed for this event. He and Mrs. Bezold will discuss this further.

**Halloween Parade and Party** – Mrs. Bezold gave an update on this event, including some issues that may cause some problems.

Cross discussion about the refreshments to be offered at this event and who will provide what supplies, equipment, and furniture.

### **CORRESPONDENCE**

Mrs. Leahey read a letter that was received from the Morristown Grapplers Club thanking the Commission for its continued support of the Club. It also included a 2011-2012 financial statement and information concerning their insurance policy.

Mrs. Leahey advised of a telephone call she received inquiring if the Commission would want to consider offering a self-defense course for children. She wondered if a program such as this better belonged in the school system with the Police Department coordinating it.

This idea will be further considered outside the Recreation Commission.

### **APPROVAL OF VOUCHERS**

Mrs. Leahey provided some information concerning these vouchers.

Mr. Sittmann moved that the yellow vouchers be approved, seconded by Mrs. Slawinski. Voice vote. All in favor. Motion carried.

### **NEW BUSINESS**

Councilwoman Fu commented on several matters.

### **Financial/Voucher Procedures/Guidelines**

Councilwoman Fu advised that she and Mrs. Leahey had met with the Borough Treasurer and she herself had also met with Councilman Karr, Council Finance Chair. She reported on these meetings and reviewed the procedures that had been developed and agreed upon in the meetings. This included the

requirement for Recreation Commission representation on the bus trips and insurance matters.

Mr. Cortese advised that the Mayor also contributed input regarding these procedures and spoke briefly on upcoming new insurance information. All updated information will be reviewed when available, and the hope is that there will be no negative impact on any of the Recreation Commission plans.

Councilwoman Fu also commented on the voucher preparation program used by the Deputy Borough Clerk stating that this program could possibly be a help to the preparation of Recreation vouchers.

Mrs. Leahey advised she had some familiarity with this process, and she can check further into how this program could help her, too.

### **2013 Summer Camp and Review of 2012 Summer Camp**

Councilwoman Fu raised the matter of a previous discussion concerning some of the Commission members meeting with Mrs. Leahey and Mrs. Bezold to discuss summer camp matters and review the 2012 season for what went well and what did not. There will be further discussion of when to schedule this meeting and who will be on the subcommittee.

Cross discussion about the fact that Mrs. Slawinski's term on the Commission will be ending soon and whether she plans to stay on.

Mrs. Slawinski replied that she will plan to stay at least for a while.

Mr. Cortese stated that when the Recreation Commission events discussion takes place at the next meeting in January, the members will need to determine who will head up the various events.

Cross discussion about the probable scheduling of some of the events, especially in connection with making certain that there will be adequate time for proper advertising to be done.

Mr. Cortese advised that the Council is planning to provide funds to the Commission to do certain renovations at the snack stand kitchen, such as new counters, maybe a sink. He also provided an update in connection with Little League, soccer, basketball, and other sports organizations. He stated that Greystone Phase 1 is underway, but this does not mean that Phase 2 has yet been approved. It will likely take another several months before the Phase 3 approval happens.

### **OLD BUSINESS**

None.

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

Karleen Leahey  
Commission Secretary

Recording Secretary  
Maureen Sullivan