

SEPTEMBER 8, 2009  
ANDOVER TOWNSHIP  
RECREATION COMMITTEE

The regular meeting of the Andover Township Recreation Committee was called to order at 7:46 p.m. by Chairman Ed Burgio, with the following members present: Mike Morel, Helene Reczka, Jodi Halteman, Brian Robinson, and Janet Bardello. Patti Clark and Dick Lagg were absent. Township Committeeman, Tom Walsh, Liaison to the Recreation Committee was in attendance.

OPENING STATEMENT: The Chairman noted compliance with Chapter 231, P.L. 1975 as being met.

MINUTES: Mike Morel made a motion to approve the minutes from the August 11, 2009 meeting. Ed Burgio seconded the motion. All in favor.

OPEN TO THE PUBLIC: Chairman Burgio opened the meeting to the public. No public present. Meeting was closed to the public.

CORRESPONDENCE SENT/RECEIVED:

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| 1. | Mayor and Township Committee  | Memo re membership recommendation for Dick Lagg and Brian Robinson                             |
| 2. | Recreation Com. Members:<br>H. Reczka; R. Lagg; J. Halteman;<br>B. Robinson; J. Bardello; P. Clark<br>(E. Burgio and M. Morel already<br>have township email addresses) | Copy of email from township re<br>being assigned township email<br>addresses for township work |
| 3. | Tim Day, Township CFO   | Memo re budgets/spending   |

We reviewed correspondence. The Township Committee has not met since the memo re moving membership positions was given to the Township Clerk. The next Township Committee meeting is September 14<sup>th</sup> and we should be getting a response in time for our next meeting. All boards and committees have been issued township email addresses to be used when contacting members for official business. The members were encouraged to check their new email addresses weekly to make sure that they are getting the information sent to their attention in a timely manner. Township CFO sent a memo to each department reminding them not to overspend line items and to keep close watch on budgets in this tough budget year. We are doing fine and should end the year with a decent amount of funds untouched. We are hopeful that this will put us in good standing with the Finance Committee for next year when we are planning an Andover Township Day Celebration.

Jodi Halteman made a motion to file Correspondence Sent and Received. Ed Burgio seconded the motion, all in favor.

OLD BUSINESS:

1. Hillside Park Skating Rink Repairs: Update on progress or lack thereof: Chairman Burgio was happy to report that the major work is done and now the striping just needs to be completed. It is still closed and will be reopened tomorrow. The lower basketball courts are still up because the rink has been closed for all use, including the basketball courts. So now that the rink is repaired and will be reopened, we will ask the Road Department to dismantle the old basketball court in the lower lot.

2. Discussion re remaining activities sponsored by Recreation Committee for 2009: Senior Luncheon - September 20th – We discussed our menu to make sure we have a good array of foods. We all agreed that we are giving Farmstead a break and won't depend upon them for the food this year. We will have some items catered from Bella Italia such as ziti, eggplant rollitini, lemon chicken or some other entrees. We then can add a couple of other dishes to include another meat, rice or potato and vegetable. We will also have soup and salad. The members will provide the desserts. Helene will provide fruit salad; Ed will provide coffee crumb cake; Janet will provide cheesecake squares; Jodi will provide brownies and Brian will provide cookies. We all commented on the fact that the Seniors have a habit of arriving at the luncheon early so we might anticipate seeing them at the barn around 12:30 pm since the start time is 1:00 pm. We will all meet at the barn between 11:30 and 12 noon to begin setting up. The Director will also pick up paper goods from Costco. We will have bottled water, coffee, tea and soda.

As far as entertainment is concerned, the Director had contacted the Newton HS touring chorus and their Director was very excited about a potential program for us. After mulling it over he decided that with school just back in session the timing was not going to work out with required rehearsal, etc. He would like to have the chorus perform at another event if we can arrange for it such as the holiday parties that we host for both children and adults. We discussed having them at our children's holiday party but decided against that since we have the middle school chorus there and it could be seen as upstaging the younger kids which we would never want to do. Discussion followed and we thought it might be a nice touch to have them perform at the adult township holiday party scheduled for Friday, December 11<sup>th</sup>. A question came up regarding the fact that alcoholic beverages are present at this party and could that pose a problem. The Director will check into this and perhaps we can have the chorus at the party to get everyone in a holiday spirit.

At this time, Helene Reczka suggested that we contact Bonnie Reed who is the director for the middle school hand bell chorus for a possible performance at the Senior Luncheon. The members present who have attended performances by this group all commented on how wonderful they are. So the Director will contact Ms. Reed tomorrow to see if it would be possible for them to be with us on September 20<sup>th</sup>. We might run into the same problem as the high school group with school just being back in session but it is worth a try. Mayor Smith has offered to step in to help with the entertainment if all else fails.

At this time we briefly discussed the next couple of activities we have planned that will get us to the end of the year. We have our Halloween Costume party for the kids on Saturday, October 31<sup>st</sup>. We will begin at 1 pm and it should wind up by 2:30 pm. We will divide the kids into age groups similar to what we do with the Easter Egg Hunt and then offer trophies for different categories such as Scariest, Funniest, Most Original, Prettiest, etc. The kids will finish the party and then be ready to go trick or treating in their neighborhoods. We can offer some juice boxes and cookies. We will get trick or treat bags imprinted with Andover Township Recreation and Clean Communities on them. We can also give a Halloween Glow Stick to each child to use while trick or treating. We will have to form a panel of judges to judge the costume parade. We can fine tune this at our October meeting. The Teen Dance will be on Friday, November 13th. The Director will be in contact with the DJ, Scott Both. We will also finalize our plans for the dance at the October meeting and make a list of chaperones from the committee.

We have the annual bus trip to NYC on Saturday, December 5<sup>th</sup>. Then the next day, Sunday, December 6th is the annual children's holiday party. A holiday party to be held at the barn for all Andover Township employees, members of boards and committees, professionals and all other volunteers and guests is planned for Friday, December 11th. These activities will get us to the end of the year.

NEW BUSINESS:

1. Any discussions brought before the committee by members present: The Director placed a call to the publisher of the Playground Guide, Amy Lamperti regarding her latest guide – The Playground Guide, Best of Sussex and Warren Counties, NJ. Hillside Park was to be noted as receiving a 5 star rating and we are anxious to get a copy of this guide. We hope to hear back from her shortly.

At this time, Tom Walsh, Township Committeeman and our Liaison brought up the subject of the field dedication sign in honor of Jerry McCormick at the Hillside Park Baseball Field that was dedicated to his honor almost 3 years ago. The Lackawanna Little League had offered to take care of providing this sign and it has never happened. So through the efforts of Mr. Walsh and our Buildings and Grounds/ Road Department a sign was made up and is now at the field. We are hoping that the Lackawanna Little League will step forward to reimburse the township for the cost of the sign. If not, we can cover the cost through the budget that Buildings and Grounds materials and supplies uses. Ed Burgio said that the Road Department will also improve the area around the dedication stone area by the rink. Right now it is overgrown with weeds but the Road Department personnel will pull the weeds and plant some deer-unfriendly types of flowers, etc. if we wish them to.

At this time, Ed Burgio and Jackie Huelbig brought to the members' attention a recent problem with key access to the Hillside Park Barn. Ed was at the park early in the day and then again later in the day. On his earlier visit the doors to the barn were closed properly. On the later visit, the second set of double doors were actually open a bit. He then checked to see if anyone was in the building and discovered that it was empty and not in use by anyone.

He then went to the police dispatch to see who had signed the key out and obviously did not close the double doors properly and found out that the person who signed the key out was not anyone on our use calendar provided to the police dispatch to coordinate the access to keys for the rental building. The dispatcher should not have given the key out unless the person signing for it is also on the calendar and obviously an approved person. Due to the fact that we don't have any info on this person that we would have if there had been an approval process, we have no way to contact the person responsible for leaving the door open.

The Director will bring this to the Police Chief's attention and ask him to make sure his personnel in the dispatch office are aware of the key policy. We do have a couple of new dispatchers so we are chalking this up to someone not knowing the policy. We hope that we can nip this in the bud and not have a repeat of the recent situation.

APPLICATIONS:

1. Sept. 19th - Burke - Birthday Party - Fee - \$300.00

ADJOURNMENT:

At this time, there being no further business to discuss, Helene Reczka made a motion to adjourn the meeting at 8:20 pm. It was seconded by Mike Morel. All in favor.

Respectfully Submitted,

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Ed Burgio, Chairperson

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Jackie Huelbig, Secretary