

FEBRUARY 9, 2010
ANDOVER TOWNSHIP
RECREATION COMMITTEE

The regular meeting of the Andover Township Recreation Committee was called to order at 7:36 p.m. by Chairperson Ed Burgio with the following members present: Mike Morel, Brian Robinson and Jodi Halteman. Helene Reczka, Patti Clark, Dick Lagg and Janet Bardello were absent.

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

MINUTES: Brian Robinson made a motion to approve the minutes of January 13, 2010. Mike Morel seconded the motion, all in favor.

OPEN TO THE PUBLIC: At this time the meeting was made open to the public to discuss plans for Andover Township Day scheduled for May 22, 2010. The following people signed the attendance sheet to represent their organizations: Chief Coleman (Police), Mayor Walsh and Deputy Mayor Phoebus (Township Committee), Rick Melfi, (Economic Development), Deb Danielson (FD and Lackawanna LL), Jodi Halteman (Mom's Club) Robert Gerdes (Boy Scouts/Crew). We all participated with suggestions for making the day full of fun, family oriented entertainment. We will have the following events/activities: Macaroni the Clown (Tom Mayes) - \$125.00 per hour for walk around with balloon animals. We will book him for 2 hours. The Nascar Race Track will be back and the towing companies under contract with the township – Elite, D&E, Hampton Auto Body and Haydens Towing will all contribute \$300.00 to total the \$1,200.00 bill for that. At this time Deputy Mayor Phoebus informed us that she had received a donation of \$500.00 from Township Attorney, Fred Semrau last evening. So we are on our way to reaching our goal of having the day's expenses covered by donations.

The FOP has given us their idea of paying for the Alcatraz Obstacle/Police Car Bounce House which will be around \$1,450.00. They are discussing this at their next meeting and will let us know but most likely they will do this. The Farmstead will cover the cost of the Fire Truck Slide which is \$850.00. Discussion took place regarding who we would approach for donations. We will contact our other professionals. We were trying to determine what would be an appropriate amount to ask for. Rick Melfi suggested that we ask for 3 different levels of donations - \$100, \$300, \$500. We could look to have a larger donation to cover the fireworks display and they would then be "the" fireworks sponsors. Rick Melfi said that if we had such donors he would put them on the Economic Development website and advertise them as the local business of the month. We can also post donations on the township sign and include all of this in our township spring newsletter. We will put a letter together that will be distributed to the area merchants, businesses and professionals. It will be from the Recreation and Economic Development Committees.

At this time we began discussing how the day would run. It is planned for 4-8 pm. The inflatable's will have to be taken down in time to get ready for the fireworks since the fireworks will be held in the far rear ball field and the inflatable will be in the front area of the ball fields. We have a meeting planned for next week to meet with the representative of Garden State Fireworks to get their input on how they need the time leading up to the fireworks to be planned as it relates to them.

We will also have a petting zoo, live music, DJ and other things for the kids. We began discussing with the representatives as to what they would like to bring to the day's activities. Deb Danielson said that the Fire Department and Cub Scouts will most likely work together for the main grill food, hot dogs, and hamburgers. Robert Gerdes said the Boy Scouts/Crew will do cotton candy and pop corn. We talked about having a sponsor for cups imprinted for Andover Township Day and people would buy the cup and get the soda free, such as birch beer.

Having a beer garden set up between the Hillside House and Hillside Barn came up. We would limit the time that the beer is available. Deb Danielson reported on how it is handled at the ATFD wet down. The company providing the beer takes charge and will make sure no one over indulges. You can keep it under control by only offering the beer garden for a couple of hours, perhaps 5-8 pm. We would need to have a 1-day social permit for the beer which means either the FOP or the Fire Department will be the ones to get this done. We could make money from it but it does add another level of security that we would need to provide. We need to get feedback from both organizations to see if they even want to handle this. The question of whether we should even be considering a beer tent at a family function was discussed. We will be handling fireworks for the first time which in itself will be a bit stressful so everyone agreed that we need to concentrate on the fireworks and not add the beer garden.

We usually have the Dunk Tank and we need to offer that to 2 different groups to share, perhaps the Boy Scouts and Girl Scouts. The Boy Scouts will also set up their rope bridge. The Girl Scouts will most likely do face painting and hair braiding. The Mom's Club said they would do a craft for the kids. Most likely the FOP will do ID kits and car seat inspections. Deputy Mayor Phoebus mentioned that one of her employees would like to provide the petting zoo and pony rides. The Director will get in touch with her to hammer out the details.

Next the problem, or potential problem, we might have with parking cars if we get the large turnout we are hopeful for came up. We would be using the park's parking lot, fire house parking lot, and we could ask for permission to use the lot at Long Pond School and maybe even FMB. We would have to have attendees handling the parking. Perhaps we could ask to have the school janitors on hand to take care of the parking since they usually cover that for school functions. We would have to probably offer some type of transportation for people to get from the school lot to the park. We can check with First Student and see what we would have to pay for use of a bus or two. We would have to have some sort of schedule for the buses so that people would have an idea how long they would be waiting. Chief Coleman said that the police department will be working on a traffic plan and we will have to communicate and coordinate with them. The Chief will call Franklin to see how they handle their fireworks display each year. We can make Lake Iliff Road one way so people can walk and cars can be parked on one side.

We talked about what plan B would be if the weather doesn't cooperate. Do we go to the next night for the fireworks which is a school night? Do we go to another Saturday night further along in the summer? We need to find out from the fireworks company as to what their policy is on inclement weather and we can go from there. We all agreed that we got a lot accomplished at this first planning meeting. We need to get our donor letter together ASAP so we can get the

word out to the area merchants, businesses and professionals so we can get our funding started. Our next planning meeting will take place prior to our regular meeting next month on March 9th.

At this time the meeting was closed to the public.

CORRESPONDENCE SENT:

1. NJHerald & Daily Record & Star Ledger 2009 Meeting Resolution
2. Chief Coleman, Debbie Reidmiller, etc. Email - Contact people for township Organizations re their participation In planning meeting for Andover Twp. Day, 2010

CORRESPONDENCE RECEIVED:

1. Celine Martin - US Sports Email and info re tennis and summer programs 2009
2. Joe Golden, Twp. Engineer Email and correspondence re Lake Iliff Open Space Property
3. AGX Baseball/Bob Dole Insurance Certificate for new league

We reviewed Correspondence Sent and Received. We received the info from US Sports for this summer's programs. The all-sports camp is scheduled for July 26th-July 30th and the tennis camp runs in the evenings from August 16th – August 20th. We briefly discussed the use of the tennis courts by instructors giving private lessons. There is a sign there but of course people don't always do the right thing. Chairman Burgio mentioned that the new sign for the ball field at Hillside that was dedicated to Linda Doyle many years ago is done and when spring arrives the Road Department will put it up.

We received an email re information on the Lake Iliff Open Space Property provided by Township Engineer, Joe Golden. Carla Kostelnik is the new Chair for the Open Space Committee and we are going to try and arrange a joint meeting of both of our committees to have discussion on this site. We need to discuss the following topics with them which are participation with Andover Township Day, the Lake Iliff property and the trail. Ed Burgio has been attending the Open Space meetings as our representative so he has a good idea of how the joint meeting will proceed.

At this time, Mike Morel made a motion to file all Correspondence. Brian Robinson seconded the motion, all in favor.

OLD BUSINESS:

Rental Rates for Hillside Park Hall: We need to forward our recommendations on a new fee schedule for rentals. The buildings will be reopened for use in March. We need to increase fees so that we can make sure we cover the town's expenses for supplies such as toilet paper, paper towels, etc. Also the cleaning supplies and time for Jim Sullivan needs to be completely covered by the fees we take in. So after much discussion the recommendation was to charge the following: residents – from \$300.00 to \$400.00 with security deposit fee of \$400.00 instead of \$500.00 which means the initial layout is still the same - \$800.00 but only getting \$400.00 back in lieu of the \$500.00. That gives us \$100.00 more per rental. Also, the non-residents will pay \$1,100.00 which is an increase of \$100.00 and the same will apply for the security deposit. Also, the non-profits based in town will go up \$100.00 to \$200.00. Employees will go to \$300.00 but volunteers will be \$200.00. The security deposit for non-profits, employees and volunteers will be \$150.00. The fees for the Hillside House rentals will remain the same since the building rental history is still so new and the building has really only been rented a few times this past year.

The Director will give the recommendations to the Township Clerk/Administrator in the form of a resolution that the Township Committee will adopt at their next meeting.

NEW BUSINESS:

1. Meeting with Christine DeVenezia regarding the position of Alternate membership: Christine was not able to attend the meeting this evening. We hope to have her present at the next meeting.
2. Easter Egg Hunt – April 3rd – We will have 2 meetings prior to this event on March 9th and March 23rd to fine tune what we want to do this year.
3. Any discussions brought before the Committee by members present: At this time no one had any topics to be discussed.

ADJOURNMENT:

At this time, there being no further business to discuss, Mike Morel made a motion to adjourn the meeting at 9:06 pm. It was seconded by Brian Robinson. All in favor.

Respectfully Submitted,

Ed Burgio, Chairperson

Jackie Huelbig, Secretary

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