

**DOVER RECREATION COMMISSION
REGULAR MONTHLY MEETING
THURSDAY – MARCH 2, 2006 – 7PM**

**Rescheduled due to snow – held on
MARCH 16, 2006**

****MINUTES****

CALL TO ORDER:

Chairman Thomas J. Iwicki called the meeting to order at 7:09pm as follows:

“In compliance with the Open Public Meeting Laws, I do hereby announce that adequate notice of this meeting has been provided by publication of the Annual Meeting Schedule in the local newspaper and copy sent to the Town Administrator.”

ROLL CALL:

Present: Tom Iwicki, Jerry Hoffman, Denise Ridner, Victor Rodriguez, Walt Woodhull, and Barbara Sperry.

Absent: Jessica Reymundo, Halashon Sianipar, Luis Acevedo.

Also Present: Alderman Frank Poolas, Alderman Patrick Fahy,
Mr. Rob Barth and Mr. Dennis Bullock.

MOTION: To suspend regular order of meeting and open Public Portion was made by Victor Rodriguez.

SECONDED BY: Walt Woodhull

ALL IN FAVOR MOTION CARRIED.

PUBLIC PORTION:

Chairman Tom Iwicki welcomed Alderman Frank Poolas and Mr. Rob Barth who were present to discuss the Tommy Barth Plaque to be dedicated on Saturday, April 15, 2006 at King Field. Mr. Barth presented a copy of the plaque and discussed the plans with the Commissioners. He explained where the plaque would be located on the field. Mr. Barth said he wanted it to face the playground, not be in the way. He said just off of first base, the fence juts back, to the right are the bleachers, where the field cuts back. He said this way traffic going back and forth to the high school and kids playing at the playground would see it. Alderman Frank Poolas said he spoke to Luis Acevedo about shaping the concrete that will hold the pole in the form of a base. The website is <http://www.tommybarthfield.com/home.html> and has the complete history of Tommy Barth and includes directions to King Field for the ceremony on April 15, 2006.

Barbara Sperry said she ordered baseballs for opening day (one dozen) from the \$25.00 donation received by Frank Poolas. He explained the fund has been planned for \$6,000.00. \$3,000.00 of which the Barth Family donated and the rest to be raised by donations from others.

Mr. Barth said he would like to make a program with removable insert of baseball schedule. He offered to have it designed, printed and given out as souvenirs at the Opening Day Ceremony. He showed everyone a sample program from 1962. Denise Ridner suggested he contact Barbara Fish to make arrangements with her because she usually does the program. He said David Pennella would like to say a few words on opening day because he was on the same team and had the first hit. Alderman Poolas said he would meet with Luis Acevedo to discuss the concrete for the plaque and to go over the exact location.

Fishing Derby

Commissioner Hoffman asked Alderman Poolas about the fishing contest. Alderman Poolas said the Fishing Derby will be held on Saturday, June 3rd. He said he is taking orders for fish and the requests must be in to Pequest Fish Hatchery by April 1st. He sent letters to Cabello's and Bass for donations. Commissioners suggested he contact Dick's Sporting Goods store. Commissioner Hoffman said the cost of 250 fish is expensive and explained they will have to baby sit the fish overnight to prevent others from fishing them out, because the water is stocked the day before. Last time, 30 fish were caught and out of town people were prize winners. A trout measuring 8" - 10" would cost about \$20.00 each. Alderman Poolas said they will stock the river with bluegills and the fish hatchery will even send someone to teach a class to children on how to put worms on the hook. He will have band boosters and other non-profits to sell hot dogs, candy, and soda.

Fundraiser for Dogs of Dover

Alderman Poolas said they are selling dog tags (2000 total) for \$1.00 each. They have invited the Mayor of Dover, England, along with his wife and Sergeant of Arms to come to the ceremony on September 9th. There will be two bands coming –Dover High School Band and the Colonial Musketeers Fife and Drum Corps from Hackettstown and the street will be blocked at Bassett Highway and the railroad tracks. There will also be a town crier for the ceremony. He said they will also hold a fundraiser which will be a Fish and Chips Dinner.

MOTION: To suspend Public Portion and return to the Regular Order of the meeting was made by Victor Rodriguez.

SECONDED BY: Denise Ridner
ALL IN FAVOR **MOTION CARRIED.**

Chairman Iwicki reviewed the following with the Commissioners:

FACILITY APPLICATIONS:

Town of Dover Permit Requests:

King II, III, & IV – Frank Venezia, DHS, Girls Softball-3/3/06- 6/9/06 – M-F – 3pm-6:30pm Sat. – 9am-12:30pm

2nd St. Park Outfield – New York Skyliners sponsored by Dover American Legion – 4/1/06-8/27/06 – Sat. & Sun. – Band Practices - 9am-7pm – approved with notation at bottom of permit that they are to coordinate with Little League.

2nd St. Park – Ball field – Casio, Inc. – Every other Tues. – 4/15/06-8/29/06 -6pm-Dusk

Board of Education Permit Requests:

DHS Gym – Midget Wrestling Clinic – 6/26/06-6/29- M-TH – 8am-11am

DHS Gym, Outdoor Picnic Area, Tennis Courts – Teen Smr. Prgm. – M-F, 6/26/06-8/11/06 – 11am-3pm

DHS Soccer Fld & Hamilton Fld – Dover Recreation – Placement of Port-A-Johns – 4/1/06-11/30/06

Hamilton Fld. Complex – Midget Football -Practices & Games - 8/1/006-11/27/06 – M-F-6pm-8:30pm, Sat.-9am-10pm, Sun. 10am-5:30pm

Board of Education Permit Requests – (cont.)

Hamilton Fld. Complex – Dover Recreation – Fireworks & Concert – Mon.-7/3/06, rain date Fri. – 7/7/06 – 11am-11pm

E. Dover Middle School Gym – Dover Recreation –Easter Egg Hunt (rain date location) - Sat.-4/15/06 –9:15am-12pm

E. Dover Middle School Gym – Dover Strikers Soccer – Indoor soccer practices – M-F – 3/6/06-4/28/06 – 6:15pm-9:15pm

Academy St. School Gym – Dover Strikers Soccer – Indoor soccer practices – Tues & Thurs. - 3/06/06-4/28/06 – 6:15pm-9:15pm

North Dover School Gym – Dover Strikers Soccer – Indoor soccer practices – Mon., Tues., Wed. 3/06/06 – 6:15pm-9:15pm

North Dover School Gym – Dover Little League – Indoor Softball/Baseball practices – Thurs. 3/9/06-4/27/06

North Dover School Gym & Classroom – Dover Recreation – Rainy Day Location for Smr. Prgm. – M-F - 6/26/06-8/11/06 – 9am-3pm.

Denise Ridner discussed Wrestling Permits for Dover High School gym for June 9th, 10th & 11th. June 9th will be used to set up mats, and chairs and to have weigh-ins from 5pm to 8pm. Barbara asked Denise to go over the dates and times with her so it could be determined when a janitor will be needed. Denise said the gym would be needed Friday evening, Saturday and Sunday from 7am to 6pm. Custodians cost \$25.00 or \$35.00 per hour. Barbara said she would find out the prices and get back to Denise.

Victor Rodriguez asked about Little League needing the field at the same time as the New York Skyliners. Barbara Sperry said they will work around Little League's schedule. Barbara Sperry said we have not received E. Dover permits for the Easter Egg Hunt (if it rains on the Rain Date). Barbara secured Sacred Heart Parish Hall as indoor rain location. Alderman Fahy said due to bad weather on March 2nd the walk through at East Dover was cancelled. It will be rescheduled.

Indoor soccer permits have not been approved for use of East Dover Gym.

MOTION: To approve above listed Facility Applications was made by Victor Rodriguez.

SECONDED BY: Denise Ridner.

ALL IN FAVOR MOTION CARRIED.

NEW BUSINESS:

Board of Recreation Commission By-Laws – Commissioners discussed taking the by-laws home and reviewing them along with Chapter 67 of Dover Town Code Book regarding Board of Recreation Commissioners.

Rutgers S.A.F.E.T.Y. Clinic was held on March 14th and 21 coaches attended. Denise Ridner said 19 were for Wrestling. Barbara Sperry said another Coaches Clinic will be scheduled as soon as we get the materials.

OLD BUSINESS:

Dover Code of Conduct Ordinance

The first reading of Sports Code of Conduct Ordinance was at the Feb. 14th Town Meeting; and 2nd reading was on February 28th; should be an Ordinance by March 14th. Commissioners requested copy of signed ordinance with recorded number and signature of Mayor on it.

Policies & Procedures Committee Report of Feb. 8, 2006

Chairman Iwicki said he felt everyone did a great job working on the policies and procedures. Barbara Sperry made suggestions for some changes and suggested Luis Acevedo, DPW Superintendent be added to #5 under Field Use. She said on # 10 under Sport Programs, we should add parents or “spectators.” On #13, the words “before start of program” should be inserted before the words “to insure the safety of all concerned”. Number 15, Chairman Iwicki suggested exact duplication of the wording from the Recreation Agreement, which would be inserted after the word “liabilities” and should read, “Sport Organization and Sport Organization agrees to release, indemnify, and hold harmless Dover Recreation from all costs and expenses and claims, including reasonable attorney’s fees that might arise out of the activities of the Sports Organization.” Number 17 should be added “All gaming and fundraising by sport organizations must comply with all local and state gambling laws.”

Vice-Chairman Hoffman suggested moving #16 under Sport Programs to #3 under General. Number 17 then will become #16.

Barbara Sperry said each Sport Group should have a ledger which is separate from the checkbook. This should be submitted to Recreation at the end of each sport’s season. Commissioner Hoffman suggested a computer printout. Commissioner’s Ridner and Woodhull stated this would be a lot to ask of volunteers. Chairman Iwicki suggested asking Town Administrator Bibi Stewart Garvin if she has some type of spread sheet or excel program to track income and expenses, which could be standard for all groups to use.

Dover Recreation By-Laws

Barbara Sperry asked Commissioners to take home and review for next meeting.

Sport Organization Agreement

Denise Ridner discussed #6 regarding equipment. Commissioner Woodhull and Chairman Iwicki both explained the description referred to the whole program and is designed to protect Recreation, should a program be discontinued, one person cannot take the equipment and money and disappear.

Barbara Sperry suggested renaming it “**Dover Recreation Sponsored Sport Organization Agreement**”.

2006 Goals & Objectives - Chairman Iwicki reviewed the goals and objectives with the Commissioners and everyone was in agreement to keep them as written.

Master Plan Changes – Alderman Fahy reported the Master Plan is still being worked on with the Town Engineer.

FieldTurf Presentation – postponed again until March 28th Town Meeting. Denise Ridner said Mayor Dodd gave permission for Recreation to put an article in the newspaper.

Dover Area Chamber of Commerce – No reply to Recreation’s request for membership.

Recreation Fees

Barbara Sperry discussed fees for Metro Stars Soccer camp. She said Metro Stars makes a profit on the camp. She spoke to representatives at the conference and Metro Stars will pay fees to use the fields. She said Rob Mains and Anna Bocchino are wrong in stating they would have to incur this expense. If Anna is taking out a permit to use the fields, we will need a certificate of insurance from the Metro Stars. Discussion took place as to whether Dover Strikers makes any money from the camp. She said the Metro Stars expect to pay fees for use of facilities. They paid Mount Olive for use of their fields.

Alderman Fahy said he understood the fee for use of the field would be passed on to Dover Strikers. Commissioners agreed they would pursue getting a fee for the next time they request use of the fields for a Soccer Camp from an outside group.

COMMITTEE REPORTS:

Maintenance:

February Maintenance Report – Luis Acevedo was absent. Commissioners asked Barbara to discuss when renovations would start at Crescent Field. Discussion took place regarding the bonding for Crescent Field. Alderman Fahy discussed a stronger grade of snow fencing which is available from the County to put around Crescent Field. He will talk to Luis Acevedo and let him know who to contact.

Alderman Poolas called someone on his cell phone and reported the bonding for Crescent Field would be heard at the next Town Meeting. Barbara Sperry said we have not had the second budget meeting for Recreation yet. Chairman Iwicki said at the second meeting we should make sure there is bonding for Crescent Field.

Personnel:

Barbara Sperry said letters were sent out to last season's counselors and Park Aides and we will advertise in the newspaper for Summer Seasonal Help as well.

Sports:

Dover Strikers Soccer – Victor Rodriguez said there are no fundraisers listed on their financial report.

Dover Little League –Financial Report-need immediately before 2006 Season starts. Walt Woodhull said they are working on it.

Midget Football – Walt Woodhull said the financial report shows they were a little in the hole this year, but he plans for it to be better next year. Barbara Sperry gave Jerry Hoffman a video from last season which Scott Mack wanted him to look at. Walt Woodhull discussed bills from Circle Systems and said he still owes them about \$1800.00 and is making monthly payments. Walt explained the process of refurbishing the helmets and how he is billed for them.

Barbara Sperry explained the requirement by the Town Administrator to have Business Registration Certificates on file before purchasing anything from any business. She explained letters were sent to all the businesses Recreation uses to request a copy of their registration certificates (received 45 certificates to date).

Youth Basketball – Halashon Sianipar was absent. Victor Rodriguez asked about the financial statement. Barbara Sperry explained they just completed their season and need to submit their finance report within 30 days. Barbara also reported on the success of the Coaches game fundraiser.

Volleyball – Barbara Sperry reported Lori Hughes was taking over for her due to her foot surgery.

Bowling – Winter League began on Mon., Jan. 16th or Sat., Jan. 21st (12 week program). Denise Ridner reported it will end on May 13, 2006 with a pizza party and trophies. She invited Commissioners to attend and help hand out trophies.

Wrestling – Denise Ridner said she already spoke enough about Wrestling earlier in the meeting.

Special Events:

Trips:

Discussion took place of problems encountered in getting commitments for trips. Barbara said she would like to see some kind of trip planned for the seniors. She contacted the PNC Arts Center as a senior citizen because they offer free concerts and is waiting to hear back from them.

Easter Egg Hunt on April 8, 2006 at JFK Pk. (Rain date April 15th) – If it rains on April 15th rain date, DHS Gym is not available. Barbara contacted Sacred Heart and received permission to have it in the Parish Hall if it rains on the rain date. Chairman Iwicki suggested having it the Saturday after Easter if it rains on the 8th due to conflict with Little League Opening Day. Commissioners disagreed. We can only hope for nice weather.

Fireworks/Concert - West Morris Community Band to perform at Fireworks on July 3, 2006. Barbara is trying to arrange for a sound system. Gary Quam's brother usually does the sound system for the band. Barbara discussed the new procedure for getting 1000 singles for startup cash for the fireworks.

Board of Education:

Lease still not signed – Last spoke with F. Vanderhoof on 2/3/05 – Barbara to mention it to Town Administrator. A suggestion was made for Alderman Poolas to contact Sue Shauer from the Board of Education. Chairman Iwicki suggested asking Fred Vanderhoof if the small piece of property near King I could be signed over to the Town for use for baseball and softball.

Dover Renaissance:

Meetings are scheduled for March 20 and April 17 at 7:30pm at the Dover Historical Society building (next to the First Presbyterian Church on Blackwell Street.) Anyone interested is welcome to attend.

FINANCE:

Sr. Trips Transportation Funds – Trust Acct. \$500 (Dover Craft \$100, Quiet Man \$200, Commerce Bank \$200).

Working with a Temporary Budget of approx. 25% of our annual budget from 2005.

VOUCHERS:

MOTION: To approve vouchers made by Denise Ridner.
SECONDED BY: Walt Woodhull
ALL IN FAVOR **MOTION CARRIED.**

MINUTES:

MOTION: To approve February 2, 2006 Meeting Minutes as written, was made by Denise Ridner.
SECONDED BY: Jerry Hoffman
ALL IN FAVOR **MOTION CARRIED.**

CORRESPONDENCE: Chairman Iwicki reviewed the correspondence with Commissioners.

ANYTHING ELSE?

Regional Recreation Directors' Meeting Report – 2/15/06 – Attended by Alice Gilbert – (Report in Correspondence Folder).

NJRPA District 7 Meeting held 2/28/06 – Attended by Barbara Sperry
Topic discussed – **Supervisors Toolkit** – Sample of Morris County's Supervisors Toolkit Manual submitted to Town Administrator for approval to use. (Copy in Correspondence Folder).

Clothing Drive for Bob Hooper will be held on April 15th. Anna Bocchino will be holding a fundraiser at the American Legion on May 20th.

Alderman Poolas reported a Silent Auction to benefit the Dogs of Dover will be held at Dover High School, on April 30, 2006, from 2pm to 6pm. The items to be auctioned will include autographs and pictures of celebrities, including Barbara Streisand. He said they received items from NASCAR drivers & NFL players which were also autographed. The proceeds will go toward the cost of restoring the dogs and paying for transportation and hotel for the mayor of Dover, England, his wife and Sergeant of Arms so they can attend a ceremony on September 9th.

Chairman Iwicki said for those of you who may or may not know, the Town Administrator has made a decision to move the Recreation Department to Town Hall. Denise Ridner said in her opinion the Recreation Department would be better off in the Water Department Building. Barbara Sperry explained the new location will be where the switchboard operator sits. Chairman Iwicki said Luis Acevedo will be getting new duties of supervision, and Recreation will no longer be part of his job.

Alderman Fahy said he spoke to the Mayor and they are going ahead with plans to move Recreation to Town Hall. He was told there are two closets in the Caucus room, which will be available to Recreation. He said plans are to increase services, especially senior services and they would like Recreation to be located at Town Hall. Alderman Fahy said a cleanup of files needs to be done and many files need to be purged.

Vice-Chairman Hoffman said he felt we were kept in the dark and asked the Aldermen attending tonight's meeting to ask the Town Administrator to send out broadcast messages to let the Board know what is going on. As an example, he gave the construction going on with Fed Ex, which he did not know about until he drove by and saw trucks. Denise Ridner said she agreed; we need more communication; stating it would eliminate the rumor mill. Chairman Iwicki said he did not know about the retirement party for Paul, which he would have liked to attend.

Alderman Poolas explained that Belinda will be moved out into the hallway and be seated at a reception desk. Recreation will move into the space where Belinda is located now. Barbara Sperry expressed concern because it is a high traffic area and a walk through to the other offices. She said she was also concerned about the volume of people we service and there will be lines blocking the hallway because we sometimes have 20 people or more waiting in line at a time and during tax time, it may become a problem.

Discussion took place regarding the safety of patrons coming to register their children and having to cross the street in front of Krauszers. Barbara Sperry said an employee recently was hit by a car. Alderman Poolas said there is a plan for each employee to be

designated a parking spot behind the Laughing Lion and the lot behind Krauszer's will be for patrons and well as the parking area along the river on the side of Town Hall.

Chairman Iwicki said he wanted to go on record to state Dover Recreation is in support of the Tommy Barth Plaque and we look forward to the ceremony on April 15th. He said we need to check with Luis Acevedo about where the property line is. If the plaque is on Board of Education property, perhaps we can ask that it be turned over to the Town.

Chairman Iwicki thanked everyone for coming and asked for a motion to adjourn.

Adjournment:

MOTION:	To adjourn was made by Walt Woodhull.
SECONDED BY:	Denise Ridner.
ALL IN FAVOR	MOTION CARRIED.

The meeting adjourned at 9:40pm.