

# DOVER RECREATION COMMISSION

REGULAR MEETING  
Thursday, September 10, 2015



## MINUTES

### **CALL TO ORDER** – Chairman Victor Rodriguez called the meeting to order at 7:00pm 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.”

**PLEDGE OF ALLEGIANCE** was recited by all.

**ROLL CALL** – Board Secretary, Lisa Newkirk, recorded the roll call as follows:

*Present* – Chairman Victor Rodriguez, Vice-Chairman Maribel Garland, Commissioner Peter Gori, Commissioner Don Fritch, Commissioner Maureen Whalen and Commissioner Fernando Barrios.

*Absent* – None

*Also Present* – Alderwoman Carolyn Blackman *Absent*: DPW Superintendent Luis Acevedo

Oath of Office was to take place for Maureen Dury as a Commissioner, but she was not present.

**PUBLIC PORTION** – Motion to close the meeting to the public was made by Chairman Rodriguez due to no members of the public were present.

**APPROVAL OF MINUTES** – July 9, 2015

Commissioner Fritch requested an addition to the minutes under Sports Committees to include that Dover Area Little League also raised \$400 at the Concession Stand during the Fireworks Celebration. Secretary, Lisa Newkirk stated she would make that addition to the minutes.

**MOTION** – To approve the Minutes for July 9, 2015 was made by Chairman Rodriguez and duly seconded by Commissioner Fritch.

### **VOTE: Roll Call**

Ayes: Chairman Rodriguez, Vice-Chairman Garland, Commissioner Fritch, Commissioner Whalen and Commissioner Barrios.

Nays: None

**APPROVAL OF BILLS/VOUCHER LIST** – Chairman Rodriguez reviewed the Bills/Voucher List with the Commissioners as follows:

P.O. #	Vendor	Description	Amount
15-01861	Vanderhoof Transportation	Arthur Avenue Tasting Tour	\$825.00
15-01870	JAPhotography	Photo Booth for the Fireworks Celebration	\$350.00
15-01871	Oriental Trading Co.	Senior Picnic Decorations	\$293.14
15-01933	Instant Printing, Inc.	Printing of the Senior Picnic Brochure	\$120.00
15-01934	Vanderhoof Transportation	Radio City Christmas Show / 9/11 Memorial	\$1,500.00

15-01937	M&S Pizza II	Summer Program Pizza Party	\$177.00
15-02001	Lisa Newkirk	Senior Picnic Items	\$500.00
15-02009	Black River Barn	Senior Picnic Caterer	\$7,786.75
15-02042	Costco (Paid for by donation from H.O. Baker)	(5) 24", (3) 32", (2) 40" Flat Screen TV's	\$1,989.90
15-02043	All County Rentals & Sale	(4) Fans for Senior Picnic	\$210.72
		<b>TOTAL</b>	<b>\$13,752.51</b>

## **FACILITY USE APPLICATIONS**

- 1) ***Dover Recreation Basketball*** application to the Dover Board of Education for use of Academy Street School gym, Dover Middle School gym and North Dover gym from November 9, 2015 through March 10, 2016 from 6:00pm to 9:00pm.

**MOTION** – To approve the Facility Use Application for ***Dover Recreation Basketball*** was made by Chairman Rodriguez and duly seconded by Commissioner Whelan.

### **VOTE: Roll Call**

Ayes: Chairman Rodriguez, Vice-Chairman Garland, Commissioner Gori, Commissioner Whalen and Commissioner Barrios

Abstain: Commissioner Fritch

Nays: None

## **REPORTS**

- 1) **Senior Citizen Committee** – No report.
- 2) **Sports Committees** – Commissioner Gori stated Dover Recreation Pee Wee Football is getting ready for a big game against Hopatcong on Saturday. Football is going well with a lot of kids participating this year. Commissioner Fritch inquired about the status on the scoreboard. Luis Acevedo stated that the Town needs to obtain a licensed contractor to install the scoreboard and obtaining the proper permits.
- 3) **Monthly Maintenance Report/DPW** –No report.

## **SPECIAL EVENTS**

The Senior Picnic was held on Thursday, September 3, 2015 with 292 seniors in attendance. H.O. Baker was a major sponsor of the event with a \$2,500 donation. This donation supplied (5) 24", (3) 32", (2) 40" flat screen televisions as door prizes. There was also a tricky tray with 36 baskets and 32 gift cards.

The Arthur Avenue Tasting Tour will be held on Thursday, October 17<sup>th</sup>.

Alderwoman Blackman suggested to shorten the time of the trips as a 9:00am to 5:00pm trip is too long for seniors. Vice-Chairman Garland asked if the trips are open to non-residents. Secretary Newkirk stated the trips are open to Dover residents and unsold seats are sold to non-residents closer to the trip date.

Chairman Rodriguez inquired if the Recreation Commission is sponsoring the Senior Casino Bus trip. Chairman Rodriguez stated that if any trip is paid out of Recreation funds, Recreation should be mentioned as a sponsor or co-sponsor on any further trips on notices and flyers.

Discussion was held among the Board in regards to the sports programs allocated funds. Commissioner Whelan asked for a copy of the Recreation budget. Chairman Rodriguez asked for copies of the budget to be sent to all commissioners. Commission Whelan agreed with Chairman Rodriguez that Recreation should be mentioned in all Recreation sponsored events.

Chairman Rodriguez stated the Recreation Commission would be purchasing a popcorn machine to have on-hand for events and to also rent out to town organizations for fund raising events.

Chairman Rodriguez stated that the Commissioners all are volunteers and work a full-time job and the Commissioners have to take their personal time off to attend the events during the day. Chairman Rodriguez offered that for any assistance, to email the Commissioners the days that help is needed for the preparation of an event.

Vice-Chairman Garland asked if the Trunk or Treat event is being held this year. Secretary Newkirk stated that the event was still going to be held. Chairman Rodriguez and the Commission discussed dates to hold the Halloween Costume Contest and not have a Trunk or Treat. Chairman Rodriguez stated the event could be held at the small soccer field. Vice-Chairman Garland stated judging will start for 4 year-olds and infants to 3 year-olds can parade but no judging.

**MOTION** – To approve to hold a Halloween Costume Contest with no Trunk or Treat due to lack of participation was made by Chairman Rodriguez and duly seconded by Vice-Chairman Garland.

**VOTE: Roll Call**

Ayes: Chairman Rodriguez, Vice-Chairman Garland, Commissioner Gori, Commissioner Fritch,  
Commissioner Whalen and Commissioner Barrios

Nayes: None

**OTHER DISCUSSION**

Discussion was held among the Commissioners in regards to purchasing defibrillators. Secretary Newkirk will provide information at the next meeting.

Chairman Rodriguez suggested that Recreation purchase a popcorn machine. Chairman Rodriguez stated that Secretary Newkirk can purchase a popcorn machine with a budget of \$500. Discussion was held among the Commissioners as to the specs of what type to order and was voted on.

**MOTION** – To approve the purchase of a popcorn machine with a budget of \$500 was made by Chairman Rodriguez and duly seconded by Commissioner Whalen.

**VOTE: Roll Call**

Ayes: Chairman Rodriguez, Vice-Chairman Garland, Commissioner Gori, Commissioner Fritch,  
Commissioner Whalen and Commissioner Barrios

Nayes: None

Next Meeting will be held on **Thursday, October 8, 2015 at 7:00pm.**

**ADJOURNMENT** – Motion to adjourn was made by Chairman Rodriguez and seconded Commissioner Fritch.

Meeting was adjourned at 7:56pm.