

**DOVER RECREATION COMMISSION
RE-ORGANIZATION MEETING
THURSDAY – February 5, 2009 – 7PM**

**** AGENDA ****

PLEDGE OF ALLEGIANCE

CALL TO ORDER:

“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:

Tom Iwicki
Victor Rodriguez
Denise Ridner
Robin Foster
Peter Gori
Luis Acevedo, DPW Supt.
Alice Gilbert, Recreation Office
Aldерwoman Carolyn Blackman

Present

Absent

Late

Present from the Public:

PUBLIC PORTION

**Sport Supervisors – Cathy McCall, Dover Rec. Traveling Basketball
Chris Jaeger, Dover Strikers Soccer**

Nancy Hagerich - Senior Citizen Committee

Jody Markis, Children’s Museum

Anyone else from the Public

MOTION: To suspend the regular order of the Meeting and open this portion of the meeting to the public made by:

SECONDED BY:

ALL IN FAVOR MOTION CARRIED.

MOTION: To return to regular order of meeting and close the meeting to the public made by:

SECONDED BY:

ALL IN FAVOR MOTION CARRIED.

Resolution for 2009 Fee Schedule – **new** this year, administration would like the fee schedule to be in Resolution format and approved at this meeting. Each Commissioner has a copy of the Resolution for the 2009 Recreation Commission Fee Schedule in their folder.

MOTION: To approve the 2009 Recreation Commission Fee Schedule which includes the attached Resolution for Crescent Field which was approved on June 7, 2007 made by:

SECONDED BY:

ROLL CALL VOTE:

Tabled from last meeting: Chairman Ridner to appoint Commissioners to Committees:

2009 Committee Appointments

PERSONNEL: _____

FINANCE: _____

**LONG RANGE
PLANS** _____

(Bowlby Pond, Soccer Flds., Feasibility Study WWP) _____ (Alternate)

MAINTENANCE: _____

LIAISON TO BOARD OF EDUCATION _____

LIAISON TO DOVER RENAISSANCE _____

LIASON TO PROGRAMS: SOCCER _____

BASKETBALL _____

BASEBALL/SOFTBALL _____

FOOTBALL _____

WRESTLING _____

BOWLING _____

SUMMER PROGRAM _____

REDISCOVER DOVER DAY - _____

tabled discussion from last meeting. Need to set a date and set up a meeting with Community Organizations to get their support.

Use of Facility Applications:

1) Sylvio Marin of Club Colombia has applied for use of Crescent Field Softball Field & Second Street Side & Basketball Court on Saturday, July 18, 2008 for the Colombian Festival from 8:00am to dusk. Approximately 2000 to attend. Approval was granted last year with a list of conditions which Mr. Marin was required to meet for final approval. The conditions were as follows:

- 1) Mr. Marin was required to provide proof of certification of legitimate security personnel hired in addition to seven (7) Dover Police Officers.
- 2) Advertisement was limited to local sources only.

- 3) Protective storm drain covers were provided and no grease to be poured on property.
- 4) A safety meeting was held in the Mayor's office to go over Health, Fire & Safety issues with respective departments at least two weeks prior to the event: (Fire, Police, DPW & Health).
- 5) A \$2500.00 Bond was posted with the Treasurer two weeks prior to the event.
- 6) Eighteen Port a johns must be provided – two must be handicapped accessible.
- 7) 2 Dumpsters must be provided. (Copy of contracts for dumpsters & Port a johns to be submitted to Recreation)
- 8) Dumpsters & Port a johns must be removed the day after the event.
- 9) Fees for use of field as per Town of Dover Resolution Regulating Use of Crescent Field:

Resident/In Town Registration Fee	\$100.00
Alcoholic Beverages	\$200.00
Amplified Sound System	\$100.00
Fee per Food Vender (8 @ \$50)	\$400.00
Event Fee (Resident) (12 @ \$25/hr)	\$300.00
<u>Inspection Fee (Pre & Post Event)</u>	<u>\$100.00</u>
TOTAL DUE	\$1200.00

Town Administrator McDougall has reviewed the above application and added the following stipulations:

- 1) Sylvan Way must be kept clear for emergency vehicle access.
 - 2) The number of private security personnel must be approved in advance by Police Chief Valentine.
 - 3) If tents are used, they must be certified and approved by the Fire Prevention Officer, Marty Reynolds, prior to the event.
- 2) Junior Carmona of 59 Randolph Ave, Dover, NJ has applied for use of **King Field Complex** from June 29 thru July 17, 2009 from Monday thru Friday, from 9:00am to 2:00pm for Back To Basics Baseball Camp. They anticipate 40 children per week attending the camp. They would like to have the same agreement as last summer which was a rental fee of \$1750.00 which was 70 hours at \$25.00 per hour. They will offer a 50% discount to Dover Residents which would be \$25.00 per day for Dover Residents. Their fee is normally \$50.00 per day for Non-Dover Residents.
 - 3) Anna Bocchino of Dover Strikers Soccer has applied for use of **Crescent field – Large & Small fields** for Soccer Practice & Games from March 1st thru June 30, 2009, Mondays thru Fridays from 5:30pm to dusk and Saturdays 9:00am thru 6:00pm and Sundays 1:00pm to 6:00pm.

Board of Education - Applications which require Recreation Commission Approval

- 1) Anna Bocchino of Dover Strikers Soccer has applied for use of Academy St. Elementary School Gym on March 10, 12, 17, 19, 24 & 26 and April 2, 7, 9, 14, 16, 21, 23, 28 & 30 from 6:30pm to 9:00pm. Conflict with Dover Area Little League which has been approved already by BOE.

Board of Education - Applications which require Recreation Commission Approval

- 2) Anna Bocchino of Dover Strikers Soccer has applied for use of **North Dover School Gym** on March 9,11,13,16,18, 20,23,25, 27,30 and April 1,3,6,8,10,13,15,17,20,22,24,27,29 from 6:30pm to 9:00pm. **Conflict with Dover Area Little League** which has already been approved by BOE.
- 3) Anna Bocchino of Dover Strikers Soccer has applied for use of **Dover Middle School Gym** on March 9,11,13,16,18, 20,23,25, 27,30 and April 1,3,6,8,10,13,15,17,20 ,22,24,27,29,29 from 6:30pm to 9:00pm. **Conflict with Dover Area Little League** which has already been approved by BOE.
- 4) Anna Bocchino of Dover Strikers Soccer has applied for use of **Dover High School Gym or DMS Gym** (if Graduation) on June 22,23,24,25,26 from 5:00pm to 9:00pm for Red Bull Camp – IN CASE OF RAIN ONLY – for Dover Strikers Red Bull Camp.
- 5) Anna Bocchino of Dover Strikers Soccer has applied for use of **Dover High School JV Aux. Field** on June 22,23,24,25,26 from 5:00pm to dusk for Dover Strikers Red Bull Camp.
- 6) Anna Bocchino of Dover Strikers Soccer has applied for use of **Hamilton Field – Soccer Field** for list of dates from March 8th thru June 30th (List of every date is attached) for practice and games Mondays thru Fridays from 5:30pm to dusk, Saturdays from 9:00am to 6:00pm and Sundays from 1:00pm to 6:00pm.
- 7) Anna Bocchino of Dover Strikers Soccer has applied for use of **Dover High School JV Aux Field** from March 9th thru June 20th (list attached) Mondays thru Fridays from 9:00am to 6:00pm, Saturdays from 9:00am to 6:00pm and Sundays from 1:00pm to 6:00pm for Soccer practice & games.
- 8) Anna Bocchino of Dover Strikers Soccer has applied for use of **Dover High School JV Aux. Field** from August 1st thru November 30 (attached list of dates) Mondays – Fridays from 5:30pm to dusk, Saturdays 9:00am to 6:00pm and Sundays from 1:00pm to 6:00pm for Soccer practice and games.

Board of Education Approved Applications:

- 1) Rick Roggenkamp of Dover Area Little League applied for use of Academy St. School, from March 16 to April 30th from 6:30pm to 9:00pm, Monday thru Friday for indoor baseball/softball practice.
- 2) Rick Roggenkamp of Dover Area Little League applied for use of East Dover School Gym from March 31, 2009 thru April 30, 2009 from 6:30pm to 9:00pm, Monday thru Friday, for baseball/softball practice and signups.

Board of Education Approved Applications:

- 3) Rick Roggenkamp of Dover Area Little League applied for use of North Dover School on Fridays, February 2, 2009 thru April 30, 2009 and Mondays thru Thursdays from March 16, 2009 thru April 8, 2009 from 6:30pm to 9:00pm for signups, softball/baseball practice.

Board of Education Applications Pending:

- 4) Application for Summer Recreation Program to use North Dover gym and classroom for special events and use on rainy and extremely hot days – Applied December 10, 2008.
- 5) Application for use of Hamilton Field Complex on Friday, July 3, 2008 for Fireworks with rain date of July 10, 2008 – applied December 10, 2008.
- 6) Application for use of Dover High School Parking Lot for parking for parents & children and to allow bus parking to board bus for Dover Recreation Summer Program trips. – applied December 10, 2008.
- 7) Application for use of Dover Middle School Gym or Cafeteria on Saturday, April 4, 2008 from 9am to 12:00noon for Easter Egg Hunt, **Rain location only.**
- 8) Scott Mack has applied for use of Dover High School Gym for Coaches Basketball game on Friday March 13, 2009 from 5:30pm to 9:00pm or if denied on Friday, he has requested Sunday, March 15, 2009 from 12:00noon to 4:00pm.

Committee Reports: Luis Acevedo, DPW Supt. To report:

Water Works Park

Crescent Field

King Field

JFK Park

Hooey Park

Special Events:

Easter Egg Hunt - will be held at JFK Park on Saturday, April 4, 2008. Rain location to be determined. – Waiting to hear from Board of Education if we can use the Dover Middle School gym or Cafeteria. The Board of Ed meeting this week was cancelled due to snow. The next Board of Ed meeting is the 17th, so we will not know until after that meeting if we have a rain location.

Dover Recreation Trips

May 6th -8th – Bus trip to Washington DC has been cancelled due to only 3 people signed up – needed final count for rooms by today. If we cancelled by today, we receive a full refund of our deposit.

Friday, June 5, 2009 - Bus trip to NY Botanical Gardens and South Street Seaport. Bus leaves Prospect Street at 8:30am and arrives NY Botanical gardens at 10:00am. Bus leaves the Botanical Gardens at 1:00pm and arrives at South Street Seaport at 2:00pm. Time to explore the Seaport, shop and eat lunch/dinner. Bus leaves South Street at 6:30pm and arrives in Dover by 8:00pm. Price: \$35.00per person \$30.00 Senior Citizen (prices include admission to the Botanical Gardens.)

Saturday, July 11th adult bus trip to Paper Mill Playhouse to see “**The Full Monty**”. \$95.00 per person/ \$90 per Senior Citizen, includes Orchestra seat ticket for 8:00pm show, dinner at Charlie Brown’s Steakhouse and coach bus transportation. Bus leaves Prospect Street at 5:00pm returns approximately 10:30pm.

Summer Program - Alice will meet with Summer Director Ben Park next Monday or Tuesday, to go over plans for the Summer Program, review changes and make plans for a parent orientation. Letters to summer employees will go out within the next week or two. Information about the program is posted on the website. Prices of trips are yet to be determined. Many of the amusement parks are closed for the winter, or have not established prices yet.

Fireworks

July 3, 2009 - The Town Administrator has reviewed all the proposals, has approved and signed the contract for Shaeffer Pyrotechnics. The Show mobile has been secured with the Morris County Park Commission for July 3rd and the rain date of July 10th. Entertainment by the band Tropical Storm was secured by deposit last year. Permit has not been received by the Board of Education yet. They are waiting until March to put the application on their agenda.

Volunteer Appreciation Dinner – Nancy Hagerich was surprised by the plaque she received. Did everyone enjoy the dinner? Any comments or suggestions for next year?

Senior Programs – Both senior groups (Dover Recreation w/ Nancy Hagerich & the Dover Senior Citizen Club) have been displaced from the Moose Lodge. Alice has been working to find a new location. Nancy Hagerich's group has been moved to the Dover Historical Society Building. The other group is much larger and has cancelled meetings for this week. The owner of Spruce Street Complex said he would get back to Alice by Friday to let us know if a room could be secured in the Spruce Street Complex Building. The Heritage Room which was built for meetings has been used as a storage room. Both Sacred Heart & Millpond Towers have turned down our request to use their facilities. The court room at Town Hall has been secured for a business meeting for the Dover Senior group on Monday from 10am to 12:00noon in case they do not find a place before then. The First Presbyterian Church is trying to work with them, but need to get approval from the Board at the Church.

Sport Programs

Meeting with DHS Athletic Director was held on Thursday, January 29th – Chairman Denise Ridner to report.

Little League Baseball - Opening Day Ceremony– will be held on Saturday, April 25, 2009. Signups are being held on Fridays at North Dover School from 6:30pm to 8:00pm.

Soccer - Signups will be held at the American Legion from 7:00pm to 9:00pm on Thursday, March 19th and March 26th. \$25.00/per child for Recreation Soccer \$125.00 for Traveling \$160.00 for Traveling – new players.

Dover Youth Recreation Basketball - Coaches game to be held in March, pending approval of application submitted to Board of Education.

Bowling

Rutger's S.A.F.E.T.Y Clinicians Workshop is being offered at Trump Taj Mahal on Sunday, March 1, 2009 from 10:00am to 4:30pm. Please let Alice know **as soon as possible** if you would like to take the course, so she can get you registered.

Correspondence:

Received:

- 1) Letter from Dover Board of Education denying request to use DHS Gym on April 4, 2009 for Rain location for Easter Egg Hunt due to possible abuse from “street shoes” of children.

- 2) Letter received from the Board of Education regarding policies for submitting applications and upon approval of permits, which included listing each and every date on a separate piece of paper attached to the application, and coaches are not to contact schools or seek availability of facilities from Athletic Department prior to filing of application. Each sport supervisor must review the approved dates upon receipt of use of school facilities. Sport Only dates approved are available for facility use. Supervisors and coaching staff are not to negotiate facility use with custodians. If for any reason a group is not going to use the facility, the Board of Education Office must be notified immediately.

- 3) Email from Town Administrator McDougall advising of stipulations to be added to approval of Mr. Marin’s application for the Colombian Festival.

- 4) Email from Mr. Ramos Wilkerson asking if Alice received any answers on his letter. Alice responded that Mr. Foster would contact him. Mr. Ramos replied by supplying his phone numbers. (This email was prior to determination made w/ Mr. Pennella).

Sent:

- 1) Letter to Sport Supervisors advising them of the procedures outlined by the Board of Education.

Voucher List

Vendor	Description of Items	P.O #	Amount
NJ Rec & Park Assoc.	NJRPA Conference March 1-4	09-001089	\$350.00
S&S Worldwide	Items for Santa Ltr Writing	08-02505	\$487.42
T.J. Sportwide Trophy	Trophies, Plates & Plaques for Volunteer Appreciation Dinner	09-00134	\$311.15
S&S Worldwide	Program Supplies & Ice Packs	08-02977	\$620.87
National Entertainment Tech	Plastic Eggs – Toy & Candy Filled - Easter Egg Hunt	09-00135	\$491.60
CDW-G	Switch for Computer	09-0016	\$40.74
The New York Botanical Garden	June 5, 2009 Bus Trip	09-00173	\$862.00
Paper Mill Playhouse	Deposit for Full Monty Show	09-00216	\$750.00
Dover Strikers Soccer- Partial Reimbursement	Soccer Banquet at Charlottes Web Restaurant	09-00218	\$500.00
Progressive Tours	Bus Trip to NY Botanical Gardens & Full Monty	09-00252	\$1400.00
Turtle Back Zoo	Summer Rec trip July 17 th	09-00250	\$550.00
Oriental Trading	Items for Tree Ltg	08-02590	4749.58
Trump Taj Mahal	NJRPA Conference	09-00110	<u>\$255.00</u>
		Total	\$11,368.36

MOTION: To approve the voucher list made by:
SECONDED BY:

Anything else?

Next meeting is scheduled for Thursday, March 12, 2009.