

**DOVER RECREATION COMMISSION
REGULAR MEETING**

**October 14, 2011
AGENDA - REVISED**

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

PUBLIC PORTION

a) Meeting opened to Public for comment on business of the Board.

APPROVAL OF MINUTES

Approval of **August 11, 2011 Regular Recreation Commission Meeting Minutes**

APPROVAL OF BILLS/VOUCHER LIST

Purchase Order #	Vendor	Description	Amount
11-01626	Costco Wholesale, Inc	Items for Pt. Pleasant Bus trip – water, soda, refreshments, etc.	\$115.17
11-01865	Alice Gilbert – donation from Nisvoccia	Door Prize & Tricky Tray Items	\$100.00
11-01458	S&S Worldwide	Summer Program Items	\$298.19
11-01623-	Xerox Corporation Supply	Print Cartridge	\$422.00
11-01767	Alice Gilbert	Senior Picnic Items	\$500.00
11-01874	Dorney Park	August 4 th bus trip	\$1797.25
11-01784	Oriental Trading	Senior Picnic items, hats, bandanas, etc	\$436.00
11-01596	Jane Curtin	Refund Pt. Pleasant trip	\$18.00
11-01532	Morris County Park Commission	Show Mobile balance	\$85.00
11-02090	Misselly Paper Products Inc	12 x 16 “ Trays for Senior Picnic	\$105.00
11-02012	Progressive Tours	Bus to Christmas Show	\$700.00
11-01127	American Museum of Nat History	Summer Program Trip	\$742.50
11-02042	Oriental Trading	Halloween Costume Contest Prize Items	\$306.30
11-02019	NJRPA	Consignment Discount Tickets	\$4753.00
11-01792	Madison Sq Grdn/Radio City	Christmas show tickets	\$1625.00
11-02089	Rutgers, State University	Safety Clinic Packets	<u>\$915.00</u>
		Total	\$12,918.41

COMMITTEE REPORTS

- a. Senior Citizen Committee
- b. Sport Committees
- c. Monthly Maintenance Report/DPW

FACILITY USE APPLICATIONS

Discussion of Reimbursement

Daniel Martinez of 57 Spring Street, Dover had applied for use of Waterworks Park Picnic Area and Ball field on Sunday, August 21, 2011 for Committee to Elect Daniel Martinez Picnic. Mr. Martinez had to rent a port a john due to conditions of the rest room. He has presented pictures to Mayor and Board of the conditions which he found at the park on the morning of his event. He has requested a refund for fee for use of the park.

Discussion of Application Procedures – Review the timeliness of applications, any applications must be in the Friday before the Recreation Commission meeting to be put on the agenda. Also, applications are not being approved by Recreation Board prior to going to Mr. Close. Applications are being sent to him directly, circumventing the Board's approval.

Facility Application – Town Property

- 1) Don Fritch of Dover Recreation Basketball has applied for use of King Field Meeting Room on October 24th thru October 28th, Monday through Friday, from 7:00pm to 9:00pm for basketball sign-ups. (Application was received via email at 9:15 this morning.) **Completed application** must be submitted at this meeting, initialed by Victor Rodriguez and then forwarded to Mr. Close.

Approved by Mr. Close - Town Property

- 1) Application for use of Crescent Field submitted by Mr. Sean Bullock, DHS Athletic Director for use of Crescent Field, Small soccer field from Sept. 7 thru November 1, 2011, Monday thru Fridays from 3:00pm to 5:30pm for Middle School Soccer Practice and games. – Approved by Mr. Close.

Board of Education - Approved

- 1) Application for Dover Recreation Commission to use DHS Cafeteria on Saturday, October 29, 2011 rain date for Halloween Costume Contest **in case of rain only** - from 12:30pm to approx 5:00pm(allow time for setup and clean up, contest starts at 2:00pm).

Board of Education - applied through Mr. Close and approved by BOE

- 1) Don Fritch of Dover Recreation Basketball has applied for use of East Dover Elementary School on Mondays, Wednesdays, Fridays & Saturdays - scheduled days & times from 11/14/2011 thru 3/10/2012 - approved by Board of Education.
- 2) Don Fritch of Dover Recreation Basketball has applied for use of North Dover Elementary School on Mondays, Wednesdays, Fridays- scheduled days & times from 11/14/2011 thru 3/09/2012 - approved by Board of Education.
- 3) Don Fritch of Dover Recreation Basketball has applied for use of Academy Street School on Mondays, Wednesdays, Fridays- scheduled days & times from 11/14/2011 thru 3/09/2012 - approved by Board of Education.

Board of Education Property –Verbal Approval from Board of Education

- 1) Mark Jaeger of Dover Strikers Soccer applied for use of **Dover High School Auxiliary field** for soccer practice and games from August 1, 2011 thru December 4, 2011 from 5pm to dark weekdays and 9am to dark on weekends (see attached schedules of dates and times).

- 2) Patrick Fahy of Dover Strikers Traveling Soccer/NJ Youth Soccer Association applied for use of **Dover High School Auxiliary field** for soccer practice and games from August 1, 2011 thru December 4, 2011 from 5pm to dark weekdays and 9am to dark on weekends (see attached schedules of dates and times).

Special Events:

- 1) **Senior Picnic** - was postponed to Friday, September 16, 2011 due to weather conditions. Letter of thanks was published in Daily Record from Dover Senior citizen Diane Saitta. Thanks to all who helped at the picnic.
- 2) **Senior Trip to Point Pleasant - Thursday, August 25, 2011** was successful and everyone had a wonderful time.
- 3) **Halloween Costume Contest** - scheduled for **Friday, October 28, 2011** at 6:30pm with rain date of Saturday, October 29, 2011 at 2:00pm at JFK Commons Park. Rain location on rain date - DHS Cafeteria received approval from Board of Education. Need to discuss judges? Choose four people to judge contest.
- 4) **33rd Annual Halloween Fun Run** is scheduled for Wednesday, October 26, 2011 at 4pm at Dover High School Parking lot. Rain date is Monday, October 31st. Bruce Leister, Todd Trudgeon, Sean Bullock and Wayne Valentine from Dover Cross Country are supervising the event. Dover Recreation provides trophies, medals and candy. Any Commissioners would like to attend?
- 5) **Holiday Tree Lighting** is scheduled for Thursday, December 1, 2011 with rain date of Tuesday, December 6, 2011, as per Board of Education only dates available due to school events.
- 6) Bus trip to **Radio City Christmas show** is scheduled for Monday, December 6, 2011. Tickets are \$60.00 for 2:00pm show.

Resolution designating Recreation Sponsored Organizations and Events

As per the August 11, 2011 Meeting, the Resolution approved on January 13, 2011 was to be changed to add the phrase **“with the exception of Dover Strikers Traveling Spring and Fall Soccer, who must provide their own insurance”**

MOTION: To approve the Resolution with the above mentioned change:

SECONDED BY:

ROLL CALL VOTE

Victor & Luis please sign the Resolution and make copy for Recreation file before sending to Marge.

Old Business:

Status of Megan Kanka Foundation -- paper work was sent to Mr. Close to be completed and sent in to the State Police, awaiting paperwork from Town Attorney.

Correspondence

Sent

- 1) Letter to Lorie Arcala – sent regular & certified mail for \$36.00 check returned for insufficient funds for Jordan Moriant – Dorney Park Trip. Treasure’s office has made repeated phone calls and no one has come in to make good on the check.
- 2) Memo to Dover schools requesting announcement & menu grams for Halloween events.
- 3) Letter sent to Dover Fire Chief regarding hot chocolate for Halloween and Tree Lighting events.

Received

- 1) Email from Mr. Close to Mr. Martinez regarding request for reimbursement of facility and requesting it be put on Recreation agenda for this meeting.
- 2) Emails regarding Cheerleading sent to Rashida Alston and communication with Teresa Mendoza.

Next Meeting: Thursday, November 10, 2011 at 7:00pm

Adjournment