

**DOVER RECREATION COMMISSION  
REGULAR MEETING  
THURSDAY – December 11, 2008 – 7PM**

**\*\*AGENDA - REVISED \*\***

**PLEDGE OF ALLEGIANCE**

**CALL TO ORDER:**

**Chairman Thomas J. Iwicki will call the meeting to order 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**

**Absent**

**Late**

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

**Also Present:**

Nancy Hagerich, Senior Citizen’s Committee

Chairman Iwicki to ask for motion to suspend regular order of the meeting and open the meeting to the Public.

**MOTION:** To suspend the regular order of the meeting and open it to the public made by:

**SECONDED BY:**

**EXECUTIVE SESSION:**

NOTE: Any personnel items or discussion of coaches, players, or staff needs to be done in Executive Session.

**Use of Facility Applications**

- 1) David Vivino of the Metropolitan Soccer Academy, 65 Wilson Ave., Wayne, NJ would like to host a Youth Soccer Clinic called “Lil Kickers “for children ages 3,4,& 5 years old at Crescent Field (**new turf field**) on Wednesday mornings in May for 6 weeks (May 6<sup>th</sup>, May 13, May 20<sup>th</sup>, May 27<sup>th</sup>, June 3, 2009 and June 10<sup>th</sup> ) from 10:00am to 11:00am. He may need to extend it one Wednesday to June 17th, should it rain on one of the dates. The cost is \$80.00 for the whole six weeks, per child - which comes to \$13.33 per week. He proposes to pay a rental fee of \$25.00 per hour or \$150.00 for the six weeks. The Metropolitan Soccer Academy will handle all registrations and coordination of the clinic. He will also provide insurance for the clinic.
- 2) Michael Hulmes, Volunteer Firefighter of the Dover Volunteer Fire Dept. has applied for use of Crescent Field – **Second Street Side** on Friday, June 5<sup>th</sup> and Saturday June 6, 2009 from 8am to 8pm for setup (on Friday) and festivities following the 135<sup>th</sup> Anniversary parade on Saturday.

They request a waiver of fees due to it being a Town sponsored event. Also, they have made arrangements with DPW for removal of garbage. They will be obtaining alcohol & sound permits from the Town clerk and a fire permit from the Fire Official for any cooking. They will also provide portable toilets as required. They also would like permission to advertise the parade on the sign at JFK Park.

**The following applications were approved by the Board of Education for use of school facilities and have been approved:**

- 1) Scott Mack of Dover Youth Recreation Basketball has requested use of **North Dover School Gym** on Mondays, Tuesdays, Wednesdays & Thursdays from November 17, 2008 thru March 12, 2009 from 6:00pm to 9:00pm for basketball practice & games. **Should the school be closed due to weather, the facility will not be available for use.**
- 2) Scott Mack of Dover Youth Recreation Basketball has requested use of **Academy Street School Gym** on Mondays, Tuesdays, Wednesdays & Thursdays from November 17, 2008 thru March 12, 2009 from 6:00pm to 9:00pm for basketball practice & games. **Should the school be closed due to weather, the facility will not be available for use.**
- 3) Scott Mack of Dover Youth Recreation Basketball has requested use of **East Dover School Gym** from November 18, 2008 thru March 14, 2009 on Tuesdays, Wednesdays & Thursdays from 6:00pm to 9:00pm and Saturdays from 9:00am to 2:00pm. **Should the school be closed due to weather, the facility will not be available for use. Should the school be closed due to weather on Friday, and your event be scheduled over the weekend, the facility will not be open for use.**
- 4) Denise Ridner of Dover Recreation Wrestling has applied for use of Dover Middle School Cafeteria & rest rooms on Saturdays, December 6, 13, January 10, 24, & 31<sup>st</sup>, February 7, 21, & 28, and March 7 & 14<sup>th</sup> for Wrestling Jamborees. There is no charge for use of the building providing Dover Recreation Basketball is scheduled. **If basketball does not meet, Wrestling will be charged custodial fees of \$25.00 per man hour. Should the school be closed due to weather on Friday, and your event be scheduled over the weekend, the facility will not be open for use.**
- 5) Denise Ridner has applied for use of Dover Middle School Cafeteria for Wrestling Practice from 6:30pm to 9:00pm on Wednesdays & Thursdays from Dec 3<sup>rd</sup> thru February 26, 2009. **Should the school be closed due to weather, the facility will not be available for use.**
- 6) Denise Ridner has applied for use of Dover High School Auxilliary gym Mondays – Fridays from 6pm to 9:00pm from 12/3/2008 thru March 26, 2009 for Wrestling Practice. **Should school be closed for inclement weather, the facility will not be available for use.**

**Applications Sent to Board of Education for approval for 2009**

- 1) Application for use of Hamilton Field Complex for **Fireworks Celebration** to be held on Friday, July 3, 2009 with Rain date of Friday, July 10, 2009 from 11:00am to 11:30pm for Annual Fireworks Display.
- 2) Application for use of **North Dover Gym & Use of Classroom** for special events and for use on rainy or extremely hot days from Wednesday, June 24, 2009 thru August 13, 2009, from 8:30am to 4:30pm for Summer Recreation Program (6, 7 & 8 year olds).
- 3) Application for use of **Dover High School Parking lot** for parents & children to board bus for Summer program trips from June 25, 2009 thru August 13, 2009 from 8:00am to 7:00pm on various dates (to be determined).

**Maintenance**  
**Crescent Field**  
**Hurd Park**  
**Hooey Park**  
**JFK Park**

DPW Superintendent, Luis Acevedo to report

## **Water Works Park**

### **New Business**

**2009 Budget** – the Treasurer’s Office has sent out a notice to departments to begin work on next year’s budget. Need to setup a meeting with Finance committee (Victor, Peter, Tom) to go over budget plans for next year. Can anyone make it on Monday, December 22, 2008 at 4:30pm – **meet in the Recreation Office at DPW building**, 211 N. Sussex Street.

### **Old Business**

**Summer Program** - Need to determine whether to extend hours for next year. This will affect budget for 2009. Need a motion to extend the hours from 8:30am to 4:00pm or 4:30pm (this would add 1 ½ or 2 hours to each employees work day.) - Currently hours are 9:00am to 3:00pm.

**2009 Fireworks** - A bid/ quote was received from Bay Fireworks, International Fireworks and Shaeffer Pyrotechnics for next year. Need to choose one and let them know so they can book our date for next year. Suggest that we set up a committee to review the proposals and make a decision or just go with the company we had last year.

### **Special Events**

**Holiday Tree Lighting Ceremony** was held at JFK Park on Wednesday, Dec. 3, 2008 w/ Rain Date of Wed, Dec. 4, 2008. Everything went well. Any comments, changes for next year?

**Bus Trip to New York Botanical Garden (Holiday Express Train Show) & Rockefeller Center** - went well. Commissioners Foster & Blackman to report.

**Santa Letter Writing Contest** – Denise Ridner, Carolyn Blackman & Robin Foster will meet with Alice after the meeting tonight and judge the letters to Santa. Recreation will send letters to parents on Friday, December 12<sup>th</sup> advising the winners of Santa’s visit on Thursday, December 18<sup>th</sup>. Commissioners going on the Santa Express will meet Santa at the firehouse at 5:30pm. Reservations have been made at Nick’s for holiday get together at 8:15-8:30pm on Dec 18<sup>th</sup>. Please let Alice know if you will be able to attend.

**Bus trip to Washington DC & Baltimore (Inner Harbor)** is in the works for Spring (first week of May).

### **Sport Programs**

**Bowling** – Carolyn Blackman to report.

**Wrestling** – Denise Ridner to report.

**Little League Baseball** - Victor Rodriguez to report.

**Soccer** – Jessica Reymundo to report.

**Dover Youth Recreation Basketball** – Victor Rodriguez to report.

**Dover Midget Football & Cheerleading** – Peter Gori to report.

### **MINUTES**

Approval of November 6, 2008 minutes -Any deletions, additions, or corrections?

**MOTION:**

**SECONDED BY:**

## Voucher List

Vendor	Description of Items	P.O #	Amount
Alice Gilbert	Items for NYC Trip	08-02847	\$ 97.17
R&R Trophy	Shirts for Summer program	08-02504	\$987.12
Dover Midget Football	Hardship Funds	08-02690	\$730.00
Dover Strikers Soccer	Hardship Funds	08-02689	\$620.00
Dover Youth Basketball	Hardship Funds	08-02691	\$650.00
Home Depot	Lights for Tree Lighting	08-02787	\$1211.09
Morris County Engraving	Dover Strikers Soccer – shirts	08-02630	\$1000.00
American Society of Composers, Publishers, etc	Licensing Fees for Special Events	08-02286	\$301.50
Alice Gilbert	Items for Christmas Events	08-02644	\$100.00
		TOTAL	<b>\$5696.88</b>

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

### Correspondence:

#### Sent:

- 1) Notice to Newspapers to reschedule Recreation Commission meeting to Dec. 11<sup>th</sup>.
- 2) Emails to Commissioners to reschedule Recreation Commission meeting to Dec. 11<sup>th</sup>
- 3) Emails to Sport Supervisor requesting names, addresses & phone numbers of all coaches for Volunteer Appreciation Dinner in January.
- 4) Article sent to newspaper regarding Volunteer for Wrestling Program.

#### Received

- 1) Email from Connie Sibona Foster of Municipal Alliance advising us that in 2009 according to item 8 on page 9 of the guidelines : “Funds may not be utilized for one time events: such as hayrides, trips to recreational parks, skiing trips, entertainment events or sporting events.”
- 2) Email from Connie Sibona Foster of Municipal Alliance forwarding the audit of the operating practices of the Governor’s Council on Alcoholism and Drug Abuse and the response from the Governor’s Council on Alcoholism and Drug Abuse.
- 3) Letter from Dover Fire Dept. requesting use of Crescent field – Second Street Field for their 135th anniversary parade on Saturday, June 6, 2009. They would like to set up on Friday, June 5th and also request use of the sign at JFK Park to advertise the parade. (Alice sent them the application for use of the facility).
- 4) Email from Beth Jacobson providing 2009 Municipal Alliance Guidelines.
- 5) Email from Beth Jacobson, Municipal Alliance Coordinator advising us that a trip to culminate a program is allowable.
- 6) Letters to Santa received from all Dover Schools for Santa Letter Writing Contest.

#### Anything Else?

**\*\*Next Recreation Commission meeting – Reorganization Meeting will be held on Thursday, January 15, 2009. Election of Officers will take place.**

#### Adjournment