

**DOVER RECREATION COMMISSION  
REGULAR MEETING  
THURSDAY – NOVEMBER 6, 2008 – 7PM**

**\*\*MINUTES\*\***

**PLEDGE OF ALLEGIANCE** was said in unison by all present.

**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:** Tom Iwicki, Victor Rodriguez, Denise Ridner, Jessica Reymundo (7:10), Robin Foster, Carolyn Blackman, Peter Gori (7:07), Luis Acevedo (7:05) and Alice Gilbert.

**Absent:** No one.

**Also Present:** Alderwoman Romaine (7:10)

**Present from Public: Sport Supervisors**

Mark Jaeger – Soccer

Walt Woodhull – Football & Cheerleading

Scott Mack – Basketball

Rick Roggenkamp – Little League Baseball

Cathy McCall – Traveling Basketball

Nancy Hagerich – Senior Citizen Committee

**MOTION:** To suspend Regular Order of Meeting and Open Public Portion was made by Denise Ridner.

**SECONDED BY:** Victor Rodriguez

**ALL IN FAVOR MOTION CARRIED.**

Nancy Hagerich gave a short report on the Senior Citizen’s Committee activities. She asked the Commissioners for permission to give a donation of \$100.00 to the Dover Moose Lodge for allowing them to use the Moose Lodge all year. Commissioners agreed that would be a nice thing to do. She also mentioned a small donation to the First Presbyterian Church for allowing her to hold the exercise/yoga classes in the church building. She said she would see what she had left in the account. Alice said Nancy should submit copies of the cancelled checks for reimbursement.

Nancy submitted her budget for next year which has increased from \$600.00 to \$1,100.00 to include \$500.00 towards a bus trip for the seniors.

Chairman Iwicki welcomed the Sport Supervisors and discussed the agenda items, reviewing each one in detail with Sport Supervisors.

**Sport Supervisors Agenda**

- 1) What Does it Mean to be sponsored by Dover Recreation & the Town of Dover?**
- 2) Policies & Procedures**
- 3) Financial Statements**
- 4) Athletic Code of Conduct**

- 5) **Volunteer Disclosure Statement**
- 6) **Volunteer Verification Statement**
- 7) **Accident Report Forms – must be turned in to Recreation Office within 48 hours of injury.**
- 8) **Facility Use Application** – Board of Education is under state review and due to budget constraints, janitorial overtime is limited. No Saturdays & Sundays for indoor use of gyms in the future.
- 9) **Discussion of procedures for reporting incidents of violence**, fights, disciplinary action, etc. – If a problem occurs or someone is banned from coaching by a sport organization, the Commission must be notified immediately.
- 10) **Discussion of tryouts** – procedures, notification, etc. Tryouts must be advertised in schools, in newspapers, and copy given to Recreation Office.

Chairman Iwicki asked if there were any questions and if everyone understood the requirements. He also reviewed the current Board of Education permit procedures and said we will ask for a clarification from the Board of Education on Permit Application procedures for 2009.

**MOTION:** To close the Public Portion and return to the Regular Order of the meeting was made by Robin Foster.  
**SECONDED BY:** Denise Ridner.  
**ALL IN FAVOR** **MOTION CARRIED**

Chairman Iwicki reviewed the following with the Commissioners:

**Use of Facility Applications**

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. – **Tabled to next meeting**, applicant could not make it due to previous engagement.

**The following applications were submitted to 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.
- 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
- 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.

**Maintenance**

DPW Superintendent, Luis Acevedo said the new Director, Carl Rossi could not attend the meeting this evening, but will attend the next meeting. Recreation Dept. will be moved back to DPW building in the conference room to make room for expansion of the court.

**Hurd Park** – Bridge is being worked on.

**Hooley Park** – Commissioners asked Luis to make sure mulch gets put down – safety issue if someone gets hurt.

**Water Works Park - Renovation of building put on hold – too costly.**

**New Business**

**2009 Budget** –Alice Gilbert reported 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.

**Old Business**

**Summer Program** - Alice Gilbert stated that we need to determine whether to extend hours for next year. This will affect budget for 2009.

**2009 Fireworks** - Alice Gilbert said a bid/ quote was received from Bay Fireworks for next year. She will get three quotes, as per instructions from Town Administrator, Paul McDougall.

**Halloween Costume Contest** - was held inside at Sacred Heart Parish/Gym due to cold weather. Thanks to all who attended and helped make it a successful event.

**Halloween Fun Run** was held on **Monday, October 27, 2008** with rain date of Monday, November 3, 2008 at the Dover High School Parking lot. Results were sent to the newspapers.

**Upcoming Events**

**Holiday Tree Lighting Ceremony** will be held at JFK Park on Tuesday, Dec. 2, 2008 w/ Rain Date of Wed, Dec. 3, 2008. Letter has been sent to Jon Sperry asking for his participation as Santa Claus for the event, and to the Fire Dept. regarding the hot chocolate & donuts for the event.

**Bus Trip to New York Botanical Garden (Holiday Express Train Show) & Rockefeller Center** on Friday, December 5, 2008 – Tickets are \$35.00 per person, \$30.00 Senior Citizens – Bus leaves from Prospect Street Parking Lot at 8:30am and returns approx. 7:30pm.

**Santa Letter Writing Contest** will be held from November 26 thru December 10, 2008. Letters need to be judged on December 11<sup>th</sup> (Thursday). Letters will go out 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 at the firehouse at 5:30pm. Letter has been sent to Jon Sperry Sr. requesting his participation as Santa Claus and to the fire chief to have fire truck deliver presents. Reservations have been made at Nick’s for holiday get together at 8:15-8:30pm on Dec 18<sup>th</sup>.

**Sport Programs**

**Bowling** – Carolyn Blackman reported that 34 children from Dover have attended the bowling program - 4 on Tuesdays and 30 on Saturday.

**Wrestling** – Denise Ridner reported that she is working to rescue the Wrestling Program. She needs someone to supervise it. She contacted Sean Bullock and found the wrestlers she thought might be able to help in running the program, cannot do it. She asked Alice to put an article in the Neighbor News to see if there is a response. At this point, they would not get into a league, however they could have jamborees.

**Dover Youth Recreation Basketball** – Registration at Recreation Office - fee is \$50.00 which includes uniform, trophy and pizza party at end of season. Victor Rodriguez reported that there are 90 kids registered so far.

**Dover Midget Football & Cheerleading**– Peter Gori reported that the program went well. He congratulated Scott Mack’s team on only 2 losses for the season.

**MINUTES** – Chairman Iwicki asked for a motion to approve the Minutes of October 9, 2008  
He asked if there were any deletions, additions, or corrections?

**MOTION:** To approve the Minutes as written was made by Victor Rodriguez.

**SECONDED BY:** Carolyn Blackman

**ALL IN FAVOR** **MOTION CARRIED**

**Voucher List**

<b>Vendor</b>	<b>Description of Items</b>	<b>P.O #</b>	<b>Amount</b>
NY Botanical Garden	Dec 5 2008 bus trip	08-02501	\$882.00
Progressive Tours	Coach bus for Dec 5 <sup>th</sup> bus trip	08-02455	\$800.00
Municipal Toy	Halloween Piz	08-02118	\$432.00
WB Mason	Office Supplies	08-01641	\$460.73
Schutt Reconditioning	Dover Midget Football	08-02503	\$1005.25
Alice Gilbert	Halloween Contest Items	08-02431	\$49.73
Nick's Restaurant	Food for workers – Santa Express on Thurs, Dec 18th	08-02542	\$225.00
Health EdCo	Funds from Municipal Alliance used to purchase drug prevention games for Teen Program	08-02414	\$62.39
AC Moore	Halloween Flags for JFK Park	08-02454	\$49.45
Oriental Trading	Items needed for Christmas Events	08-02473	\$268.10
Alice Gilbert	Mileage reimbursement - use of personal vehicle for Town Business June-October 2008	08-02594	\$71.81
S&S Worldwide	First Aid Supplies for Sports & Items for Christmas Events	08-02327	\$340.13
		<b>TOTAL</b>	<b>\$4646.59</b>

**MOTION:** To approve the voucher list made by Jessica Reymundo.  
**SECONDED BY:** Victor Rodriguez  
**ALL IN FAVOR MOTION CARRIED.**

Chairman Iwicki reviewed the Correspondence with the Commissioners:

**Correspondence:**

**Sent:**

- 1) Letter to David Vivino of Metropolitan Soccer Academy inviting him to attend the Recreation Commission meeting on November 6, 2008 to answer questions about his application for use of Crescent field for Lil' Kickers Program.
- 2) Letter to Sport Supervisors advising them of mandatory meeting on November 6, 2008 at 7:00pm in the Court Room at Town Hall.

**\*\*Next Recreation Commission meeting is scheduled for Thursday, December 4, 2008.**

Respectfully submitted,  
 Alice Gilbert  
 Dover Recreation Office