

**DOVER RECREATION COMMISSION  
RE-ORGANIZATION MEETING  
THURSDAY – JANUARY 15, 2009 – 7PM**

**\*\* AGENDA\*\* - Revised**

**CALL TO ORDER:**

**2008 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.”

**WELCOME:** No new commissioners have been appointed as of today.

**ROLL CALL:**

**Present**

**Absent**

**Late**

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

**ELECTION OF OFFICERS:**

Recreation Office secretary Alice Gilbert will accept nominations as follows:

**2009 ELECTION OF OFFICERS**

In accordance with New Jersey State Statutes relating to Municipal Recreation Commissions...

At the annual meeting, the members of the Commission shall elect from its membership a **CHAIRMAN** and a **VICE CHAIRMAN**.

The **CHAIRMAN** shall preside at all meetings; sign all official papers; call special meetings; prepare an annual budget; approve all payroll and vouchers.

The **VICE CHAIRMAN** shall perform the duties of the Chairman in his or her absence.

At this time nominations are accepted from Board Members for the position of **CHAIRMAN** of the Dover Recreation Commission for the current year 2009.

**NOMINATIONS FOR CHAIRMAN:**

\_\_\_\_\_ **MADE BY** \_\_\_\_\_

**SECONDED BY** \_\_\_\_\_

ANY OTHER NOMINATIONS? \_\_\_\_\_

MOTION TO CLOSE NOMINATIONS: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**NOMINATIONS ARE HEREBY CLOSED.**

\_\_\_\_\_ **HAS BEEN NOMINATED CHAIRMAN FOR  
THE YEAR 2009:**

**VOTES:**

Ayes:

Noes:

CONGRATULATIONS CHAIRMAN \_\_\_\_\_

At this time nominations are accepted from Board Members for the position of  
**VICE-CHAIRMAN** of the Dover Recreation Commission for the current year 2009:

**NOMINATIONS FOR VICE CHAIRMAN:**

\_\_\_\_\_ **BY** \_\_\_\_\_ **SECONDED BY** \_\_\_\_\_

ANY OTHER NOMINATIONS? \_\_\_\_\_

MOTION TO CLOSE NOMINATIONS \_\_\_\_\_

**SECONDED BY :** \_\_\_\_\_

**NOMINATIONS ARE HEREBY CLOSED.**

\_\_\_\_\_ **HAS BEEN NOMINATED FOR VICE -  
CHAIRMAN:**

**VOTES:**

Ayes:

Noes:

CONGRATULATIONS VICE-CHAIRMAN \_\_\_\_\_

**THE FINAL ELECTION RESULTS ARE \_\_\_\_\_  
FOR CHAIRMAN & \_\_\_\_\_ FOR VICE CHAIRMAN.**

At this time the meeting will be turned over to the newly elected Chairman and we will return to the regular order of the meeting beginning with approval of the following Resolution:

**RESOLUTION OF THE TOWN OF DOVER  
BOARD OF RECREATION COMMISSION  
DESIGNATING MEETING DATES  
FOR THE YEAR 2009**

***BE IT RESOLVED*** that the regular public meetings of the Town of Dover Board of Recreation Commissioners shall be held at 7:00pm at Dover Town Hall Court Room, **37 N. Sussex Street**, Dover, on the first **THURSDAY** of each month (except as otherwise noted) namely:

**FEBRUARY 5th**  
**MARCH 12<sup>th</sup> (2<sup>nd</sup> Thurs.)**  
**APRIL 2nd**  
**MAY 14<sup>th</sup> (2<sup>nd</sup> Thurs.)**  
**JUNE 4<sup>th</sup>**  
**JULY 9 (2<sup>nd</sup> Thurs.)**  
**AUGUST 6<sup>th</sup>**  
**SEPTEMBER 17<sup>th</sup> (3<sup>rd</sup> Thurs.)**  
**OCTOBER 1<sup>st</sup>**  
**NOVEMBER 5<sup>th</sup>**  
**DECEMBER 10<sup>th</sup>**  
**JANUARY 14, 2010 (3<sup>rd</sup> Thurs.) REORGANIZATION**

(Note: March meeting is 2<sup>nd</sup> Thursday due to Alice will be away first week. May meeting is the 2<sup>nd</sup> Thursday due to Washington DC Trip scheduled first week. July meeting is the 2<sup>nd</sup> Thursday due to July 4<sup>th</sup> Holiday week and the September Meeting is the third Thursday – due to Labor Day Weekend & Senior Picnic in the first week, and Alice will be away the second Thursday.) December meeting is Dec 10<sup>th</sup>, due to Tree lighting is scheduled w/ schools for Dec 3<sup>rd</sup>).

**MOTION:** To approve above listed meeting dates made by:

**SECONDED BY:**

The Chairman may appoint the Committee members at this time or carry this to the next meeting:

**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** \_\_\_\_\_

**DESIGNATION OF DATES FOR SPECIAL EVENTS IN 2009**

**EASTER EGG HUNT AT JFK PARK** Saturday, April 4, 2009  
Rain Location to be determined

**FIREWORKS/CONCERT** Friday July 3, 2009 Rain date Friday July 10, 2009

**SENIOR CITIZENS DAY** Thursday, September 3 with rain date of Friday,  
September 4, 2009

***HALLOWEEN EVENTS:***

***FUN RUN***

**To be scheduled with Bruce Leister**

***COSTUME CONTEST***

**Thursday, October 29, 2009, Rain Date October 30, 2009**

**REDISCOVER DOVER DAY**

**To be determined**

**TREE LIGHTING CEREMONY : Thursday Dec 3, 2009 Rain/snow date Monday 12/7<sup>th</sup> (due to Teacher's contracts will not work on Friday evening)**

**SANTA LETTER CONTEST**

**November 26, 2009 thru December 9, 2009**

**MOTION: To approve the Special Event Dates made by:**

**SECONDED BY:**

**Approval of 2008 Fee schedule to be submitted to Town Administrator & Treasurer:**

**2009 FEE SCHEDULE**

**\*FOR USE OF RECREATION FACILITIES  
WITHIN THE TOWN OF DOVER \***

**CRESCENT FIELD – as per 2007 Resolution for use of New Turf Field at Crescent Field (see Resolution attached)**

**BASEBALL FIELD USE**

Resident League (1 night play per week per season, not to exceed 8 games) **\$125.00**  
Per Dover Team

Non-Resident League (1 night play per week per season, not to exceed 8 games) **\$225.00**  
Per Non-Resident Team

**WATER WORKS PARK or ANY OTHER PARK FACILITY**

**BALLFIELD USE**

Same as Crescent Field above

**PICNIC GROVE**

Town Resident

**No Charge**

Town Non-Profit Groups

**\$125.00**

Town Industrial / Offices

**\$175.00**

Out-of-Town Resident or Non-Profit Group

**\$200.00**

Out-Of-Town Industrial / Commercial, etc.

**\$250.00**

Add'l chg. for large groups /events /fund raisers / festivals to offset extra field and park maintenance, etc. (increments based on size of event) – See 2007 Resolution for Crescent Field - **May be determined by Town Business Administrator**

Charge for extra dumpsters & port-a-johns

Applicant's expense

**KING FIELDS - BALLFIELD USE**

Same as Crescent Field above

**REGISTRATION FEES**

Sporting Clinics - Indoor Gym Programs	<u>To Be Determined</u>
Specialty Programs	<u>To Be Determined</u>
Summer Playground Program (7 Weeks)	<b>Dover Resident Fee \$125.00 includes shirt</b>
	<b>VG/MH Resident \$150.00 includes shirt</b>
<b>** Early Bird Registration – Dover Resident \$105.00 includes shirt</b>	
	<b>VG/Mine Hill Residents \$125.00 includes shirt</b>
<b>Payment Plan: Dover Residents only \$65.00 deposit \$10/wk for 6 weeks</b>	
<b>Rutgers Safety Course - Non-Residents</b>	
(Training Clinic - Cost of Materials)	<b><u>\$25.50 (Subject to Change)</u></b>

**BUS TRIPS**

Cost of admission / transportation costs / etc. To Be Determined

**AMUSEMENT PARK TICKETS** (Discount)

Consignment tickets acquired through N.J.R.P.A. Prices set by NJRPA + Addt'l Service Chrg. @ \$2 Per

**Ticket**

**LIGHTS** King I To Be Determined

Any fee for use of facility not identified above will be voted on & approved by the Recreation Commission.

Any fees associated with use of Dover Board of Education Facilities will be determined by fees set by Board of Education. **Any fee listed above may be subject to change by The Town of Dover Recreation Commission.**

**MOTION:** To approve above listed fee schedule made by:

**SECONDED BY:**

**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. Last meeting, Commissioners agreed to \$25.00 fee for up to 15 children, over 15 children, fee will go up to \$50.00/hour. Tabled for resume, references & proof of fingerprinting/ background check, which has been provided.
- 2) Rick Roggenkamp of **Dover Area Little League** has applied for use of Crescent Field, Softball Field Mondays – Fridays from 5:00pm to dusk and Saturdays 9:00am

- to Dusk from March 1, 2009 thru September 30, 2009 for baseball/softball practice & games.
- 3) Rick Roggenkamp of **Dover Area Little League** has applied for use of King Field Complex ( I, II, III & IV ) from March 1, 2009 thru September 30, 2009, Mondays thru Fridays from 5:00pm to dusk and Saturdays from 9am to dusk for baseball/softball practice and games.

**Board of Education Applications pending approval.**

- 1) Rick Roggenkamp of Dover Area Little League has applied for use of Academy St. School, from March 16 to April 30<sup>th</sup> from 6:30pm to 9:00pm, Monday thru Friday for indoor baseball/softball practice.
- 2) Rick Roggenkamp of Dover Area Little League has 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.
- 3) Rick Roggenkamp of Dover Area Little League has 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.
- 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 High School Gym on Saturday, April 4, 2008 from 9am to 12:00noon for Easter Egg Hunt, **Rain location only.**

**Committee Reports:**

**Water Works Park**

**Crescent Field**

**King Field**

**JFK Park**

**Hoey Park**     Mulch?

**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 DHS gym.

**Fireworks**

**July 3, 2009** - need to discuss and make decision about the Fireworks company. See copies of contracts submitted.

**MOTION:**

**SECONDED BY:**

**Volunteer Appreciation Dinner** will be held at Attilio's Restaurant (former Giovanni's) on Sunday, January 25, 2009 from 3:00pm to 7:00pm.

**Sport Programs**

**Little League Baseball**

**Soccer** –

**Dover Youth Recreation Basketball**

**Correspondence:**

**Received:**

- 1) Letter of thanks to the Recreation Commission and staff, from Rhoda Myles for Santa's visit to her grandchildren on Thursday, December 18, 2008.

**Sent:**

- 1) Letter sent to Mike Hulmes of Dover Fire Dept. advising him that his application for use of the Crescent field Complex on June 5 & 6<sup>th</sup> has been approved for the Fire Dept. Parade. Also, permission has been granted for use of the bulletin board at JFK Park following the Memorial Day parade.

**Voucher List**

<b>Vendor</b>	<b>Description of Items</b>	<b>P.O #</b>	<b>Amount</b>
Nancy Hagerich	Senior Program Expenses Nov. & Dec. 2008	09-00089	\$136.27
CDW-G Inc.	Color Printer for Rec. Office	08-02893	\$783.00
Sunset Tours	Deposit & first Payment – trip to Washington DC	09-00087	\$6130.00
Denise Ridner	Reimbursement prize items for Santa Letter Writing Contest	08-02980	\$42.97
Parker Publications	Notice of Meeting change to reschedule December meeting	08-02773	\$21.58
Xerox Corp.	Cartridge for DPW printer	08-02852	\$423.65
Alice Gilbert	Vol. Appreciation Day supplies	09-00132	<u>\$24.37</u>
		<b>TOTAL</b>	<b>\$7561.84</b>

MOTION: To approve the voucher list made by:

SECONDED BY:

**Anything else?**

**Next meeting is scheduled for Feb 5, 2009.**