

**DOVER RECREATION COMMISSION
REGULAR MEETING
THURSDAY, September 10, 2009 - 7PM**

MINUTES

PLEDGE OF ALLEGIANCE was recited by all.

Chairwoman Denise Ridner called the meeting to order at 7:05pm as follows:

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:

Present: Vice Chairman Tom Iwicki, Commissioner Victor Rodriguez, Chairwoman Denise Ridner, Commissioner Peter Gori & Commissioner Maribel Garland.

Absent: Commissioners Robin Foster & Don Fritch.

Also Present: Luis Acevedo, DPW Superintendent & Alice Gilbert, Secretary

MOTION: To adjourn to Executive Session to discuss Personnel issues was made by Vice Chairman Tom Iwicki.

SECONDED BY: Peter Gori

ALL IN FAVOR MOTION CARRIED

ADJOURNMENT TO EXECUTIVE SESSION to discuss Personnel issue.

MOTION: TO RETURN TO REGULAR ORDER OF THE MEETING:

Made by: Vice Chairman Tom Iwicki

SECONDED BY: Commissioner Peter Gori

ALL IN FAVOR MOTION CARRIED.

ROLL CALL:

Present: Tom Iwicki, Victor Rodriguez, Denise Ridner, Peter Gori, Maribel Garland

Absent: Robin Foster, Don Fritch, Alderwoman Blackman, Alderwoman Romaine

Also Present: Luis Acevedo, DPW Superintendent & Alice Gilbert, Secretary

Present from Public: Nancy Hagerich, Senior Citizen Committee

Ben Park, Summer Director

Janice Conroy, Assistant Summer Director

Scott Mack, Supervisor of Dover Recreation Basketball Program

PUBLIC PORTION

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

SECONDED BY: Commissioner Victor Rodriguez
ALL IN FAVOR **MOTION CARRIED.**

Senior Citizen Committee Supervisor, Nancy Hagerich gave her monthly report to the Commission. She complimented the Commission on the wonderful Senior Picnic, reporting that everyone she spoke to agreed the picnic was a great event, and the music, food and games were enjoyed by all the seniors. She expressed her need for another location before Halloween and Christmas because the group has grown and she will not have enough room for holiday events. She has been in communication with Jim Walsh from Spruce Street Senior Complex and is working on arrangements to hold the meetings at that location.

Summer Program Review - Ben Park, Summer Program Director and Janice Conroy, Assistant Summer Director both gave a brief report on the Summer Program. Ben suggested having a Parent Orientation Day prior to the start of the program next summer.

Dover Youth Recreation Basketball Program - Scott Mack spoke to the Commission about the Recreation Basketball Program and Traveling Basketball. The representative from Traveling Basketball, Ben Oliveras was not present. Commissioner Rodriguez reached him by phone and reported the Traveling Basketball Program will not continue this year and the application for gym time may be withdrawn. The Commissioners discussed giving Dover Recreation Basketball under Scott Mack the gym time which was originally applied for by the Traveling Program.

MOTION: To close the public portion of the meeting and return to the Regular Order of the Meeting made by: Vice Chairman Tom Iwicki

SECONDED BY: Commissioner Peter Gori
ALL IN FAVOR **MOTION CARRIED.**

Chairwoman's Report - Denise Ridner gave a short report on the Senior Picnic, thanking everyone who helped out, especially Alderwoman Blackman. Denise also discussed the upcoming Street festival which will be held in Rockaway on Saturday, September 12, 2009.

Chairwoman Ridner reviewed the following applications with the Commissioners.

Use of Facility Applications - Town Property

1) Emmitt Worthy of 48 W. Blackwell Street **has reapplied** for permission to use **JFK Park** on Saturdays September 12th and 19th for a "Latin Drum Festival", which will consist of 4 people playing drums from 12:00noon to 3:00pm. No sound system required, no alcohol, or cooking will be done. No advertising of the event will be done. (Mr. Worthy did not use JFK park on the dates he originally applied for.) Chairwoman Ridner discussed the stipulation by Administrator Close that Mr. Worthy must provide a certificate of insurance

Use of Facility Application - Board of Education Property

1)Ben Oliveras, of Dover Recreation Traveling Basketball has requested use of East Dover Middle School Gym for practice and games on Mondays and Fridays from September 14, 2009 thru March 12, 2010 from 6:00pm to 9:00pm (list of dates attached) - **withdrawn as per Ben Oliveras - phone call with Commissioner Rodriguez.**

2) Scott Mack of Dover Youth Recreation Basketball has applied for use of Academy St. School Gym on Mondays, Tuesdays, Wednesdays & Thursdays from 6:00pm to 9:00pm from 11/17/09 to 311/10 - (see attached list of dates)

- 3) Scott Mack of Dover Youth Recreation Basketball has applied for use of North Dover School gym on Mondays, Tuesdays, Wednesdays and Thursdays from 6:00pm to 9:00pm from 11/17/09 to 3/11/10 (see attached list of dates)
- 4) Scott Mack of Dover Youth Recreation Basketball has applied for use of East Dover School Gym on Tuesdays, Wednesdays and Thursdays from 6:00pm to 9:00pm from 11/17/09 to 3/11/10 (see attached list of dates) and Saturdays from 1/9/10 to 3/13/10 from 8:30am to 1:00pm (see attached list).
- 5) Scott Mack of Dover Youth Recreation Basketball has applied for use of Hamilton Field (with Walt Woodhull's permission) to set up a table for registrations for Dover Youth Basketball Sign-ups on October 14, 15 & 16th from 6:00pm to 8:00pm and October 21, 22, & 23rd from 6:00pm to 8:00pm.
- Commissioners gave approval for Scott Mack to take the dates listed by Ben Oliveras for East Dover Middle School gym. Scott Mack amended his application to reflect the dates requested.**

MOTION: To approve the above listed applications with stipulation to Mr. Worthy that he must provide a certificate of insurance, and for Scott Mack to submit amended list of dates for use of East Dover School Gym was made by Vice Chairman Tom Iwicki.

SECONDED BY: Commissioner Peter Gori.

ALL IN FAVOR MOTION CARRIED.

Use of Facility Application - Board of Education Property - approved

1) Walt Woodhull of Dover Youth Football and Cheerleading has applied for use of Hamilton Field Complex, Snack Bar, Rest Rooms, Field House & Equipment Room from Aug 1 thru November 22, 2009 (see attached list of dates and times) for Football & Cheerleading practice and games.

Special Events & Programs :

Chairwoman Ridner reviewed the following:

Volunteer Coaches Clinic - was held on Wednesday, Aug 19, 2009 in the downstairs fire department meeting room from 6:00pm to 9:00pm by Clinicians Victor Rodriguez and Alice Gilbert. 17 coaches were pre-registered - 12 actually showed up and completed the class.

Discover Dover Day - Will be held on Saturday, June 12, 2010. Chairwoman Denise Ridner reported on progress to date. Committee Chairperson's meeting will be held on Thursday, October 1, 2009 at 7pm in the Dover Recreation Office at 211 N. Sussex Street.

Halloween Costume Contest will be held on Thursday, October 29, 2009 at 6:00pm at JFK Commons Park with Rain Date of Friday, October 30, 2009. Chairwoman Ridner asked for a volunteer to be the liaison to help Alice with the Halloween Costume Contest. Commissioner Rodriguez volunteered to be a liaison to work with Alice on this event. Commissioner Garland also said she would help Alice get things ready for Halloween.

Holiday Tree Lighting Ceremony will be held on Thursday Dec 3, 2009 at JFK Park Rain/snow date Monday 12/7th Commissioner Peter Gori volunteered to be a liaison to help Alice prepare for the Tree Lighting.

Santa Letter Writing Contest: November 26, 2009 thru December 9, 2009 delivery of gifts to contest winners on Thursday, December 18th with rain/snow date of December 18th. - Chairwoman Ridner volunteered to be the liaison to help Alice prepare for the Santa Letter Writing Contest.

Bus trip to Radio City Music Hall for the Christmas Show on Friday, December 4, 2009 - Bus leaves Prospect St. Parking lot at 9:30am and returns at 7:30pm. The show is at 4:00pm. Tickets are \$70.00 per person (bus transportation & show).

Monthly Maintenance Report - Luis Acevedo, DPW Superintendent gave his monthly report on maintenance in the parks.

Voucher List:

<u>P.O. NUMBER</u>	<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
09-01994	Jhonny Yepez	Reimbursement - Summer Program & Land of Make Believe trip	\$205.00
09-02025	Alice Gilbert	Reimbursement - Food for Summer Staff Last Day of Summer Prgm	\$30.25
09-02036	Alice Gilbert	Door Prizes/Tricky Tray items for Senior Picnic	\$418.56
09-01879	NJRPA	Membership Fee/Commission	\$300.00
09-01703	Xerox Corp	Cartridge for copier	\$411.00
09-01765	Progressive Tours	4 Buses- Dorney Pk Trip -Smr Prgm	\$2085.00
09-01849	Progressive Tours	Teen Program - Mun Alliance Trip to Great Adventure	\$675.00
		Total	\$4124.81

MOTION: To approve Voucher list made by: Commissioner Victor Rodriguez

SECONDED BY: Vice Chairman Tom Iwicki

ALL IN FAVOR MOTION CARRIED

Correspondence - Chairwoman Ridner reviewed the following:

Received

- 1) Letter from Dover Midget Football to the Superintendent of Dover Public Schools regarding use of Hamilton Field complex for two home games on Columbus Day Weekend and Teacher Convention weekend.
- 2) Correspondence from Lifeworks at St. Clare's Health System regarding personnel issue.
- 3) Letter from Cathy McCall regarding travel basketball program.
- 4) Letter to Mine Hill Board of Recreation from Cathy McCall.
- 5) **NRPA Advisory Board Member Resource Guide** received from Don Bogardus, of Denville Recreation & NJRPA Committee Chair for Professional Development for League of Municipalities Conference.
- 6) 2009 Summer Program Report submitted by Ben Park, Summer Director.

Sent

- 1) Letter of thanks sent to Kristine Wilsusen, Health Educator from Dover Health Dept. for her dedication in delivering programs to our Summer Recreation Program, from Ben Park, Summer Director.
- 2) Letter of thanks to Richard Cloughley of Dover Fire Dept. & First Aid Squad for providing First Aid training to Summer Rec. Staff, from Ben Park, Summer Director.
- 3) Letter of thanks to Michael Ritter from the NJ Dept. of Corrections for providing Project Pride Program to our Teen Summer Recreation Program from Ben Park, Summer Director.

- 4) Letter of thanks to Office Ed Santana and Officer Steve Ortiz for providing a gang awareness program to our Summer Recreation Program, from Ben Park, Summer Director.
- 5) Letter of thanks to Gregg Heinzmann of Rutgers Youth Sports Research Council for providing an excellent staff orientation program to our Summer Recreation Staff, from Ben Park, Summer Director.
- 6) Letter of thanks to Maria Gonzalez of the Morris Area Girl Scouts for working on crafts and other activities with the girls in the Summer Rec. Program, from Ben Park, Summer Director.
- 7) Letter of thanks to Ms. Heidi Brotzman of Morris County Prevention is Key for program on alcohol abuse presented to the Summer Recreation program, from Ben Park, Summer Director.
- 8) Letter of thanks to Morris County Prosecutor's Office, Detectives Mark Castellano and Det. Keisha Higgs for program on Safety and Internet Safety presented to our Summer Recreation Program, from Ben Park, Summer Director.

APPROVAL OF MINUTES - August 13, 2009 Meeting

MOTION: To approve the Minutes was made by: Vice Chairman Iwicki
SECONDED BY: Commissioner Peter Gori
ALL IN FAVOR MOTION CARRIED.

EXECUTIVE SESSION:

To discuss Personnel - Sport Supervisors - Compliance of Field Use for Sport Programs

MOTION TO ADJOURN TO EXECUTIVE SESSION made by: Vice Chairman Iwicki.

SECONDED BY: Commissioner Rodriguez
ALL IN FAVOR MOTION CARRIED.

RETURN TO ORDER OF THE MEETING

MOTION: TO RETURN TO REGULAR ORDER OF THE MEETING:

Made by: Tom Iwicki

SECONDED BY: Commissioner Peter Gori
ALL IN FAVOR MOTION CARRIED.

Present: Tom Iwicki, Victor Rodriguez, Denise Ridner, Peter Gori, Maribel Garland
Absent: Robin Foster, Don Fritch, Alderwoman Blackman, Alderwoman Romaine

Also Present: Alice Gilbert, Secretary

Public - No one present.

MOTION: To adjourn was made by Commissioner Victor Rodriguez
SECONDED BY: Commissioner Maribel Garland
ALL IN FAVOR MOTION CARRIED

Next Meeting will be held on October 8, 2009 at 7:00pm in the Court Room at Town Hall.

Respectfully submitted,
 Alice Gilbert
 Secretary