

## RECREATION ADVISORY COMMITTEE - Minutes – March 14, 2012

**Next Meeting: May 2, 2012 7pm**

*In Attendance: Bert Barrier, Jim Farley, Harry Bond, Mary Gallagher, Dan Weiss, Hannah Marshall, Liz Ouimet, Lisa Pignataro, Jim Lynch, Jill Daggan, Ron Perry, Dick Spaedt*

Minutes from the January meeting were distributed by email and are posted on the township's website under meetings and agendas.

### - Committee Reports:

- MOHS Student Liaison: Hannah Marshall –
  - *The High School Musical, The Secret Garden will be performed next week, Thursday – Saturday at 7pm, and a 1pm Matinee on Saturday. Tickets are available now!*
  - *The Robotics Club is hosting a huge District Event at the High School – it is open (and free) to everyone! On March 31 & April 1.*
- Open Space: Jim Farley – Meeting was 3/13.
  - *Their focus is on Earth Day (April 22) with work on trails and trail heads. They now have a GPS unit to map the trails and generate a tri-fold brochure with trail information. The committee is working with the Sign Dept in DPW to have signs made for the trail heads and trail markers.*
  - *They will also be at the Carnival to let everyone know about our trails.*
- Parks, Buildings & Grounds: Jim Lynch – *We've had an easy winter and a dome full of salt. During the winter, the municipal building halls and some offices were painted, new shadow boxes were built and mounted to display schools' art work and the Sports Associations' shirts/artifacts.*
  - *Renovation at Baseball Field 1 at TBP has begun. If radial drainage system works well, it can be done for the other ball fields as well. MOBSA should be able to play on field 1 by the end of April.*
  - *Research and RFPs are underway to bring in the infrastructure for lighting fields at TBP.*
  - *The Soccer Club is working on the bid specs for an artificial turf field to replace Soccer Field 4.*
  - *Next week fields are scheduled to aerofied and continuing work to prep them for the impending spring season.*
  - *The Lacrosse Fields at Drakes Brook Park – MOJLC has received approvals from the state for the upper field, but not the lower field. They are working to separate the fields on the permit so construction can begin on the upper field.*
  - *Flanders Park restrooms are scheduled to be ready to open April 1, provided we have no more freezing temperatures (facilities are not heated). TBP restrooms will be ready for the 4/14 opening of TBP fields. (The Baseball restrooms will be open for the Kiwanis Egg Hunt)*
  - *Jim is investigating companies to provide toilet paper dispensers and paper, as a cost savings measure.*
  - *PB&G staff were trained by BOE HVAC staff on basic maintenance, and for the more challenging issues, share their expertise on site.*
- Board of Ed/Mutual Facilities: Liz Ouimet – *The BOE is working on an agreement with EAMO for contracts. The BOE building – the old Budd Lake School, has been appraised, as part of the process for possibly selling the property. The BOE offices would relocate to the high school – possibly the Pit area would be renovated. The sale proceeds would need to cover any renovation and moving costs. The High School is also adding a few more classrooms.*
- *Mt. Olive Senior Club: Dick Spaedt stopped in – he is willing to be our new Senior Club Liaison. The Senior Club Newsletter is posted on the Recreation Home page under frequently visited pages.*

### New Business:

- **New Jersey Recreation & Park Association:** Liz Meininger received the NJRPA Employee of the Year Award, Hannah Marshall received the NJRPA High School Student Scholarship. Jill was re-elected to the Board of Trustees for another 2 year term. *At the April 10<sup>th</sup> Council Meeting, the Mayor and Council will congratulate Liz & Hannah.*
- **Sponsor Signs at Township Fields:** Possible policy review based on Morris Township's Sponsor Sign Program
  - *The committee reviewed the draft proposal and made several wording changes/additions. Jill will email everyone the revised version. Once the committee reviews and provides any further comments/suggestions. Then it will be sent to the sports associations for a 2 week comment period. Again, any suggestions for revisions will be sent to the RAC for review, before finalizing as a policy. Our goal is to have the policy in place before the ordinance amendments are in place. Each association will be responsible for getting their sponsor signs made, establishing sponsor levels, maintaining, replacing, storing signs, etc. Wording and placement of signs has to be approved through Recreation & Parks, Buildings & Grounds. Associations are still bound by the quote threshold of \$3,150 for purchases. (At least 3 quotes have to be obtained, but the*

*contract can be awarded to the vendor of their choice, even if it is not the lowest offer, provided there are significant reasons/service considerations. If purchases reach \$17,500, Pay to Play paperwork has to be completed. Purchases over \$26,000 have to go through the Bid process)*

- Sponsorship levels for events and Budd Lake Beach
- **Photos and videos** – we need photos of Recreation Programs & Events – to have as background for News 12 NJ interviews and to post on facebook and Youtube. *Please email or copy to a flash drive or CD and bring to Recreation.*
- **Other: Sports Associations and Insurance coverages.** *The sports associations have been give quasi-entity status by the Joint Insurance Fund (JIF). This coverage provides liability coverage for the programs, and requires that we carry a supplemental accident policy. The accident policy is secondary coverage, after a \$500 deductible. Claims need to be made within 30 days of the injury. On average 6-8 claims are submitted a year. Even though Babe Ruth/Jack Kroff Baseball has been combined with Mt Olive baseball/Softball, there is no difference in premiums, with either the JIF or the Accident coverage. Several years ago the JIF was limiting the number of towns that could obtain quasi-entity status for groups and we were capped at the 11 sports associations.*

## Old Business

- **Special Events, Sponsors and Fundraising:**
  - Mt. Olive Mayor's 5K Fun Run & Walk - 4/21 Turkey Brook Park. We have promises of \$11,000 in sponsorship, \$2,000 received, \$4500 as in-kind services. 71 people have pre-registered. Poster are available to put up. Flyers out through schools this Friday, plus press releases, facebook. 4/18 – News 12NJ, early April taping 60 sec & 30 sec PSA. The Track Club is providing not only expertise, but equipment and knowledgeable volunteers. We will need event day volunteers - help with Athlete check-in, on-site registration, course marshals, water stops, etc. The application is on our website. *Jill will email the 5K application and flyer to the committee. Poster will be available next week – we could use help getting them up around town. We will have large posters and 11 x 17 posters.*
  - Fairy & Pirate Festival - 5/19 Turkey Brook Park – Lining up sponsors and vendors. \$3,000 of sponsorship so far, actively recruiting vendors and attractions. *We have a fencing instructor and students for a swashbuckling demo and instruction, inflatable rides, face painting, crafts, jewelry, and much more lined up.*
  - Mayor's Gala - Saturday, June 2 at Flanders Valley Catering. Tickets: \$80 per person or \$150 per couple. 5% off for tables of 10. 4 hours complimentary beer and wine service. 16 menu items, dancing, photo ops, Silent Auction. Proceeds are to benefit police fire and rescue squads and the Recreation Dept. We need some celebrities to attend – for photos and autographs. DJ has been selected. Gathering big ticket items for a Silent Auction. Does anyone have the ability to process credit cards off site? (We can only handle Master Card & Discover – we need to be able to accept Visa & Debit) *Jim Farley will ask MOSC if they would be willing to process Visa transactions for us on-site and then transfer those funds to Recreation.*
  - Budd Lake Beach – Sponsors are being sought for the entire season, as well as special events.
  - Mt. Olive Week Carnival July 11 -15. Planning committee has been meeting. Receiving Fireworks quotes. Dreamland Amusements was awarded the contract last night. Working with them for publicity and services to promote HS PAC events. New is Beer Garden (BLFD is coordinating) Working on significant sponsorship. Next meeting is 3/29, 7pm. *All the free service organization spots have been taken. Ernie DiCicco is checking with the Robotics Club to see if they would like to have a major competition/showcase on opening night. Thursday night will be available for High school clubs and other organizations to have booths/activities for fundraising. Friday night is still teen night – we are arranging for a 40' trailer with video gaming consoles to join us, as well as a laser tag set-up. Bands are being recruited for the stage. Friday will also be Cruise night – Willie Cirone is coordinating.*
  - Fall Bike Rodeo – Save the date: Saturday 9/29 at Flanders Park
  - Basketball Fundraiser - possibly Harlem Wizards (but other options on under consideration)
  - Monster Truck Event – under consideration for fall
  - Taste of the Highlands – may consider a larger scale event
  - Sponsors are also being sought for our seasonal printed flyers and for our web pages.
  - The Mt Olive News is providing significant in-kind service donation for ad space and pull out sections
- **Community School** – Flyers went out before Winter Break for Spring programs. We've run only a small percentage of the classes offered, but Spring is supposed to be the "big" season. Most popular class – Computers for Seniors! *So far, we have brought in over \$5,000 in class revenue (which we didn't have last year).*
- **Beach** - opens 6/16. Last interview date is tomorrow 3/15. Beach tags are ready, and we've begun to sell them. There is a discount for folks who bring in last year's tag and receive a "12" sticker to go over the "11". Flyers are almost ready. We are lining up bands for the 5 Sunday Concerts in July. We also need to arrange for 3 movie nights – any suggestions? *We incorporated the suggestions from the public and staff in planning the beach season for this summer. Those details are in the minutes from the 1/18 meeting. Beach information is on our website.*

- **Volunteers** – We have need of many volunteers – mostly for events, but we can use help in the office.
- **Other:**

- **Committee meetings:**

- Mutual Facilities & Sports Associations' Committee – *Next meeting is May 9 at 7am.*

- **Continuing Concerns**

- Suggestions for future programming, facilities, special events, Trips –
- Community Service recommendations for Spring/Summer
- Recommendations for Agenda – *please e-mail me!*

- **Special Events & Trips** –

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| <ul style="list-style-type: none"> <li>➤ 3/18 Ringling Bros and Barnum &amp; Bailey Circus</li> <li>➤ 3/24 Losciavo Run</li> <li>➤ 3/25 Kiwanis Egg Hunt</li> <li>➤ 4/14 MOBSA Opening Day Parade</li> <li>➤ 4/21 Mt Olive Mayor's 5 K Fun Run &amp; Walk</li> <li>➤ 4/22 Broadway Trip</li> <li>➤ 5/8 Yankees Game – <i>only 6 tickets left!</i></li> <li>➤ 5/19 Fairy &amp; Pirate Festival</li> </ul> | <ul style="list-style-type: none"> <li>➤ 5/28 Memorial Day Parade</li> <li>➤ 5/31 PowerWheels Grand Prix</li> <li>➤ 6/2 Mayor's Gala</li> <li>➤ 6/30 Flea Market</li> <li>➤ 7/11-15 Mt. Olive Week &amp; Carnival</li> <li>➤ 7/28 Flea Market</li> <li>➤ 8/25 Flea Market</li> <li>➤ 9/18 Yankees Game</li> <li>➤ 9/29 Bike Rodeo</li> </ul> |
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**Enclosures:**

RAC Minutes (blue)	Sponsorship Signs Policy Proposal
Poster for Mt. Olive Mayor's 5K Fun Run and 1 Mile Walk, Application, Volunteer Form	
Beach Sponsorship	All Events Volunteer Form

RAC Meeting schedule for 2012 – *5/2, 9/5 and 11/7*