

RECREATION ADVISORY COMMITTEE – Minutes : November 4, 2015

Next Meeting 7pm January 13, 2016

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

In attendance: Amanda Fink, Karen Schunk, Arthur Punla, Antoine Gayles, Jim Lynch, Jill Daggon

- Committee Reports:

- o Open Space: Jim Farley: No report
- o Parks, Buildings & Grounds: Jim Lynch: *Jim showed the Parks Facebook page on his ipad, and explained that he posts information about the parks and fields there. Winterization is underway for the parks –*
 - o *TBP: They are building a roof (think pole barn) over the splashpad equipment to keep snow and ice off of it, so it will still be pristine when installed in the spring. The installation company has decided to wait until spring to do the install, instead of trying to get some infrastructure in place before it snows. Restrooms will be winterized and closed before Thanksgiving.*
 - o *Seward Mansion at the entrance to TBP will have some work starting next week.*
 - o *The new Maintenance Building at TBP is still in the design phase. It will be located to the east of the current barn and sheds, currently under treed area. There is still a footprint of a previous structure in that location from the same era as the mansion and stone barn.*
 - o *Mount Playmore has had a really great year – well used, easy to maintain. (When it is time to replace the playground at Flanders Park, we will want the same type of rubber tile surfacing.)*
 - o *Field prep for the winter is done.*
 - o *Improvements planned for the driveway access to Soccer 5 and the Practice Football field include making it paved, 2 lanes and a concrete ramp from loop road onto the drive.*
 - o *Baptist Church has been undergoing restoration work.*
 - o *Flanders Park upgrades for 2016 are being planned for the volleyball and basketball courts. In 2017, a new playground, walking track. With the soon to be completed Regency at Flanders active adult community in mind, we want to research other amenities for the park that would meet their interests and needs. Jim and Jill will be looking at possibilities at the League of Municipalities in 2 weeks.*
 - o *As restrooms are winterized, portable toilets will be located at Flanders Park, Mount Playmore and the Dog Park.*
 - o *Staffing plans: In 2015, 9 staff accomplished 3300 work orders (by November – more to come!). For 2016, asking for 1 more full time staff member, plus seasonal. Then for 2017, an additional 2 more staff. That will allow for proactive maintenance instead of reactive.*
 - o *Staff really enjoyed Starry Skies as an adult event, and seeing the joy that visitors have at the Carnival and Food Trucks Festival, makes all the hard work worthwhile.*
- o Board of Ed: Antoine Gayles: *BOE is seeking input from residents concerning options to enable full day kindergarten. Mailer was sent out. Pool Committee approached some BOE members to ask about locating a township pool on school property. Jim mentioned that Tinc Rd School has property, but there other considerations to be researched, including available water, sewer allocation, impervious coverage, parking, covering with a "bubble" for year round use. School properties are exempt from Highlands regulations. Jim heard that the BOE is willing to consider a pool on their property, as long as they have priority use and it is of no cost to them. There are a plethora of items to check off the long list of items to research, to see if this project is feasible.*

New Business:

- o New staff member: Noreen Wilpiseski, Kean University graduate with BA in Recreation Administration. She is being trained as our Recreation Assistant, and Liz has been promoted to Recreation Marketing Director.
- o Turkey Brook Park – presentation to council – Jim Lynch: *A couple of weeks ago, Jim made a presentation to Council about Turkey Brook – long term planning and discussion. The original park concept was about double for the developed areas, than what currently exists. Events have become a big part of what is happening at the park. Event space & parking are major concerns. The Soccer parking lot does not have lighting on it, although Soccer 4 and Football game field have back lights that can illuminate the great lawn area, playground and splashpad. (The great lawn will become too small for events, once the splashpad is installed). Lighting Soccer 5 & 7 (back lighting Soccer 6) would expand the use of those locations, including events. Jim would like to pave a walkway area along Soccer 5 & 7 that would be wide enough for Food Trucks or other equipment to be on and provide an accessible route to those fields. Installing permanent lighting would reduce the number of rented light towers needed for events for safety, and reduce diesel fuel emissions and noise. Having activities on Soccer 5-7 would allow the 484 parking spaces in the soccer parking lot, to be used for parking. There has been a suggestion to have more gazebos in the park, but there is not enough space by the various fields. There will be new restrooms between the playground and the splashpad – 3 large family bathrooms. Soccer will be paying for lighting Soccer fields 1 & 2. We would like a light tower to illuminate the Activity field by the barn for evening events and movies in the park. A LED digital sign (on a timer, more basic like the MOHS sign instead of the very bright sign at Town Hall), for informing the public should be installed at the park entrance. Jim also wants to push for the renovation of the Seward Mansion – it is the entrance to our park, has historical significance and could have multiple uses during tournaments, meeting rooms, office, rental for catered events, etc. There are new gates at the entrance to TBP, classier, to be used when we need to keep people out of the park (some events, snow events, etc.)*
- o Background check ordinance: *Jill distributed the current ordinance for background checks for volunteers supervising youth. It becomes effective January 1. We are working with the MOPD to set up Recreation as a Youth Serving Organization, and MOPD will be the contact*

for the reports and appeals to be handled/securely stored. A MOU is being prepared as required by the State Police, then we should be able to register as a Volunteer entity and move forward with instructions for volunteers.

- o 2016 meeting calendar: *Committee reviewed and approved the 2016 meeting calendar.*
- o RAC committee needs a member to be a liaison with the Open Space Committee: *Jill will find out when the Open Space Committee meets.*
- o RAC member projects/assistance: *IN addition to helping as volunteers at events, what projects or special interests/talents do members want to provide?*
- o Event dates and ideas for 2016 – looking for an idea for Dec 10th. *Jill approached Equishare about possibly doing an event at Valley Brook – a little too early yet to push for it. They are still working on getting the site fully operational.*

Old Business

1. Need leads for sponsors and vendors for all events – we are lining up sponsors now, so it is in their 2016 budget. We've added several more levels of sponsorship to each event, plus print and digital media. More opportunities for banners (especially feather banners).
2. Winter Brochure will be in schools just before Thanksgiving. We are offering gift certificates for 2016 registrations, including pickets and benches for Pirates Cove at Mount Playmore, the January 23rd Sand & Sea Party lunch with Invite an Enchanted Princess actors, and early bird Summer Camp weeks.
 - o Recommendations for appointees for the 2016 – 18 terms. Jim, Noelle and Amanda's terms expire 12/31/15. *Committee approved recommending Amanda to be reappointed for a 3 year term and having Karen and Arthur fill 3 year terms that will be available for 2016-2018. Jill will forward information to the Mayor and Clerk. Appointees will need to be sworn in prior to our January 13th meeting.*
3. Recreation's Monthly Reports for September & October: *Jill explained that most of Recreation's programming starts in October, just adult exercise and a few outdoor sports program happen in September. The same pattern will appear for January – Winter programming starts Feb 1 (except for Ski and continuing adult exercise/sports, specialty sports programs)*

Events:

1. Starry Skies 9/27 – Wine & Beer Festival – Eastern Asian Bistro is provided the wine & beer concession. 2 complimentary drink tickets and 1 appetizers ticket (1st hour of the event). About 400 people attended. Feedback was positive – people enjoyed having an adult event with the bonfire. Plans for 2016 include more food vendors, other vendors, expanding the event area, having sponsor banners in the VIP tables tent, etc.
2. Monster Mash 3K 10/24 6-7:30pm, registration opened at 5pm. Almost 400 participants turned out for the windy and chilly Dash. 20 vendors provided treat stations. Trail was marked with LED pumpkin lights. We shortened the course based on 2015 participants, but encouraged runners to do 2-3 laps to reach 3K or 5K.
3. Blanket & Coat Drive 11/1-18 Drop off locations include: Municipal Building lobby, Library lobby, DTA, GBW, Entourage Salon and Tractor Supply.
4. CandyLand 12/13 1pm-3pm (Set-up starts at 12pm) We need volunteers (and items) for the candy/giveaway stations. *Karen & Amanda (with daughter) are willing to volunteer.*

Trips

Yankees trip 9/9 – only sold 30 tickets (out of 50) to this game. For 2016 we will only plan 1 trip, and purchase 40 tickets.
Trans Siberian Orchestra 12/12 - canceled due to lack of ticket purchases

• Other:

- o Arrange for a movie night for adults – perhaps with adult beverages – Action film that would not be appropriate for children – another Date Night opportunity!

- Continuing Concerns

- o Suggestions for future programming, facilities, special events,
- o Community Service recommendations for Winter
- o Recommendations for Agenda – *please e-mail me!*

Enclosures:

RAC Minutes (blue) RAC Meeting Calendar 2016 (pink) Winter Brochure 2016 (Draft)
Recreation Monthly Reports Sept & Oct draft (Salmon) Recreation Event Dates (green)
Background Check Ordinance (yellow)