

**STILLWATER TOWNSHIP
RECREATION COMMISSION
December 5, 2011**

A regular meeting of the Stillwater Township Recreation Commission (RC) was held at 7:30 pm at the Stillwater Municipal Building, Stillwater, New Jersey. The meeting was called to order by Commission Chairperson Lisa Chammings with the statement read that this meeting is in compliance with the Open Public Meetings Statement. The flag was saluted and roll call taken.

MEMBERS PRESENT: Ms. Chammings, Mr. Chammings, Mr. Kately, Mrs. Fritsch, Mrs. Sugar

MEMBERS ABSENT: Mrs. Murch, Mrs. Franco

Also present, Committeeman Fisher (arrived 7:47 pm)

MINUTES: Mr. Chammings made a **motion** to approve the November 7, 2011 minutes, **Mrs. Sugar** seconded.

Roll Call Vote: Ms. Chammings, yes, Mr. Chammings, yes, Mr. Kately, yes, Mrs. Fritsch, yes, Mrs. Sugar, yes,

BILLS: The Commission had the following bills:

Donna Fritsch (Tree Lighting)	\$23.26
Donna Fritsch (Tree Lighting)	<u>\$10.49</u>
	\$33.75

Mr. Kately made a **motion** to approve payment of the bills, funds permitting. **Mrs. Sugar** seconded.

Roll Call Vote: Ms. Chammings, yes, Mr. Chammings, yes, Mr. Kately, yes, Mrs. Fritsch, abstain, Mrs. Sugar, yes

CORRESPONDENCE: The Rec. Commission received a memo from the Town Committee stating, other than emergencies, no further payments will be made in 2011. The tree lighting supplies had been approved at the November meeting so Mrs. Fritsch can be reimbursed. Ms. Chammings stated Veterans Field has been reseeded and she has the bill but is not sure if it will be paid. Mr. Kately stated that had been approved at the November meeting as well. Ms. Chammings stated that the cost of the seed, minus the tax, was \$584.00. Mr. Kately asked if KMFL was paying a portion of the cost. Mrs. Fritsch stated KMFL was paying \$250.00. This would bring the outstanding amount to \$334.00. At the November meeting, \$400.00 was approved for seed.

Mr. Kately made a **motion** to pay the bill for reseeded to Ms. Chammings for \$334.00, **Mrs. Fritsch** seconded.

Roll Call Vote: Ms. Chammings, abstain, Mr. Chammings, yes, Mr. Kately, yes, Mrs. Fritsch, yes, Mrs. Sugar, yes

Ms. Chammings received correspondence from Lacrosse, but hasn't been able to meet with them yet.

Open Public Session: Ms. Chammings made a **motion** to open the meeting to the public at 7:38 pm, **Mrs. Fritsch** seconded.

Dave Manser asked why there aren't going to be any more payments made by the town for the rest of the year. Mrs. Leonard stated she thought it had something to do with the situation in the CFO's office. There is an interim CFO filling in and an audit is ongoing. Mr. Manser also asked about the tax on the seed. He stated that should be taken off by the company. The RC assured him that it would be.

There were no further comments from the public. **Ms. Chammings** made a **motion** to close OPS at 7:39, **Mrs. Fritsch** seconded.

OLD BUSINESS

Parks Maintenance/Upgrades: Ms. Chammings stated she hoped everyone saw the work SLAP did at Veterans Field. It looks great. The RC will be sending a thank you memo to SLAP for their hard work.

The bleachers and goals have been removed from Volunteer Field for the winter. Ms. Chamblings thanked Mr. Giannetti. Ms. Chamblings asked KMFL to move the bleachers from the field at Veterans. Mrs. Fritsch stated she will be sure it is taken care of, and the "sled" will be moved also.

Mr. Chamblings stated the field, at Veterans, was aerated with the slicing machine. Steve Dalling reseeded the field and it was fertilized. Ms. Chamblings stated that with the warm weather we've been having, hopefully the seeds will germinate. Mrs. Sugar asked if the outfield was reseeded. Ms. Chamblings stated it wasn't, but that it looks pretty good. She asked Mrs. Sugar if she thought it needed it. She stated she hadn't been on the field and was just wondering. Ms. Chamblings stated new clay for the softball and baseball fields should be added to the March agenda. A recommendation had been made this year for new clay, but not an actual motion.

Stillwater Park looks good. Some fencing needs to be fixed which may be taken care of by FEMA. There are two areas without a fence.

Ms. Chamblings then asked the members if anyone had put any thought into park planning. Mrs. Fritsch stated she would like to see electricity, at least to the flag pole, installed at Veterans, but she doesn't know how to proceed. Ms. Chamblings stated she should write a letter to the Town Committee. She isn't sure if electricity falls under the RC budget. Mr. Fisher stated it would fall under Building and Grounds. Ms. Chamblings asked if the RC should write to the liaison for the DPW? Mr. Fisher stated it should be added to the budget for next year. Ms. Chamblings stated the RC budget doesn't have a Building and Grounds line. Mr. Fisher then stated the RC should write a letter to the Town Committee. Mrs. Fritsch will write the letter. Mrs. Fritsch would also like to see benches put in along the path to the fields at Veterans. Ms. Chamblings stated she likes that idea. She has received a letter from Brett Ross looking for a project to put toward pursuing Eagle Scout. The benches may be an idea for him. The bench idea should be added to the budget for next year. Mrs. Sugar stated she would like to see a playground installed at Veterans. Ms. Chamblings stated Mrs. Straway has spoken to the League of Municipalities about playgrounds, but they haven't gotten back to her. Mrs. Sugar stated the League of Municipalities is a good place to get information. Ms. Chamblings stated she thinks Ben Schafer is a stated contract and that he is local. There should be information in the file cabinet for playgrounds. Ms. Chamblings stated that Mrs. Fritsch should write the letter to the Town Committee about electricity and Mrs. Sugar should research playgrounds. She also suggested going through old budget worksheets to review the lines in the RC budget.

Mr. Chamblings stated he would still be willing to help the RC with equipment for maintaining the fields. Mrs. Sugar asked for future reseeding and such? Mr. Chamblings stated yes.

Ms. Chamblings agreed with Mrs. Fritsch about installing electricity at Veterans and believes that a playground is a good idea. She stated new soccer nets are needed at Volunteer Field. Mr. Giannetti will write a memo about the size necessary. The tennis net at Stillwater Park may need to be replaced and the bottom railing at the tennis court needs to be replaced. The railing may be covered by FEMA. The RC doesn't know if the permit has been extended for the donated property. Mr. Fisher stated he would look into it. Ms. Chamblings stated the property was donated in 2002 to provide for the needs of area children. Area organizations should be asked what the current needs of the children are. Ms. Chamblings stated the property should at least be made into an all-purpose field. Mr. Chamblings stated there is a letter on file from two years ago stating something should be done on the property such as an all-purpose field. Ms. Chamblings stated the RC, by deed, has say over the donated property. Mrs. Fritsch stated she would like to see something done with the property. She knows that KMFL would like to have it developed. She stated the RC still needs to know the status of the permit and asked what would need to be done if it wasn't extended. Ms. Chamblings wondered why the RC hasn't heard anything about it yet. Mr. Chamblings stated the property has been maintained by being mowed twice a year. Ms. Chamblings stated it is a beautiful property and needs to be utilized.

Stone Slab/Bench Update: Ms. Chamblings stated that the slab hasn't been moved yet, but that they will try again. Now that the pond area looks so beautiful, it was suggested that that would be a nice spot for the bench. Mrs. Fritsch liked that idea if the area will be maintained. Ms. Chamblings stated it would be more likely to be maintained if there is a bench there. Mr. Chamblings asked how tall the bench was going to be. Ms. Chamblings stated she found two stones about 16 inches high for a possible base and the slab is 3 inches thick for a total height of about 18-20 inches. Mr. Chamblings stated he may have something that could be used as a base for the bench. **Ms. Chamblings** made a **motion** to place the bench near the pond at Veterans Field, **Mr. Kately** seconded.

Roll Call Vote: Ms. Chamblings, yes, Mr. Chamblings, yes, Mr. Kately, yes, Mrs. Fritsch, yes, Mrs. Sugar, yes

Holiday Tree Lighting Wrap-Up: Mrs. Fritsch stated the night went very well. She offered a special thanks to Mrs. Sugar for putting up the lights and to Mr. Kately for getting the light generator. She also thanked Jeanette Campbell for the sound system, Mr. Fisher for his speech, Mengos for providing water, and both Fire Departments

and the Ambulance Squad for opening their doors to us. Mrs. Fritsch stated she spent very little of the approved budget and wondered if she could use the remainder to purchase more lights for the tree. Mr. Kately stated it might be better to trade the lights in toward the purchase of new LED lights next year from Lowes or Home Depot. Mrs. Sugar stated that with the current electrical at the tree, more lights may not be able to be used. The RC will look into getting LED lights and a large, outdoor tree-topper for next year, and also extension cords. Mrs. Sugar stated she had checked the keys for the concession stand out of the Town Hall but they didn't open anything. There was a very nice turn out for the lighting and hopefully it will continue to grow each year. Mrs. Fritsch has some donations for area families, some of which are a \$25 gift card to Kohls and two \$10 Weis cards.

Holiday Home Decorating Update: Mrs. Fritsch stated the contest is being advertised in the school newsletter and fliers have been placed at the Town Hall. Mr. Steckowich has also placed many fliers around the area. Mrs. Sugar stated the RC has a gift certificate to the Boat House as a prize. Ms. Chamblings stated the prizes will have to be donated because no money was approved. She stated she would look into the blanket that Stillwater School should have. She asked when the judging would be taking place. Mrs. Fritsch stated it would be the weekend of December 17th and 18th. Mrs. Sugar asked if the money approved for the tree lighting could be used. Ms. Chamblings stated no, that could only be used for the tree lighting. Mrs. Fritsch added a motion hadn't been made at the previous meeting because the RC was waiting to see what donations would be made. The winners will be announced at the next RC meeting.

NEW BUSINESS

Transfer of Remaining Funds: Ms. Chamblings made a **motion** to transfer all remaining funds in the RC budget to the RC trust account, **Mr. Kately** seconded.

Roll Call Vote: Ms. Chamblings, yes, Mr. Chamblings, yes, Mr. Kately, yes, Mrs. Fritsch, yes, Mrs. Sugar, yes
Mrs. Fritsch asked how much money was left. Ms. Chamblings stated that she doesn't know. Approximately \$6000 has been spent. The RC originally had \$16,000, we think, so there could be \$10,000.

2010 Meeting Dates: After some discussion the following dates were chosen for the 2012 meetings:

Monday, January 2
Monday, February 6
Monday, March 5
Monday, April 2
Monday, May 7
Monday, June 4
Monday, July 9
Monday, August 6
Thursday, August 30
Monday, October 1
Monday, November 5
Monday, December 3

The meetings will begin at 7:30 pm.

Ms. Chamblings made a **motion** to approve the chosen dates, **Mrs. Fritsch** seconded.

Roll Call Vote: Ms. Chamblings, yes, Mr. Chamblings, yes, Mr. Kately, yes, Mrs. Fritsch, yes, Mrs. Sugar, yes

RC Member Appointments: Mr. Chamblings and Mr. Kately's terms are up and they will be leaving the Commission. The Commission is also expecting two letters of resignation from Mrs. Murch and Mrs. Franco. Ms. Chamblings will be resigning as of January 3, 2012 at 12:00 am to assume her position with the Town Committee. Mrs. Fritsch offered a thank you to all the departing members. Ms. Chamblings will be giving Lynda Knott, Town Clerk, a file of old Commission applications and the openings will be advertised. Ms. Chamblings advised the two remaining members to consider what they want as far as new members for the Commission. Mrs. Fritsch asked if a meeting can be held in January with only two members. Ms. Chamblings stated a meeting can be held, but nothing can be voted on. It may be a good opportunity to look at what is being turned over from the exiting Chairperson to the remaining members.

Blanket Order: Ms. Chamblings stated that a motion had never been made to purchase more township blankets. Mr. Fisher stated that everything, all purchases, are on hold until the audit is completed. Ms. Chamblings questioned the money in the RC trust. Mr. Fisher stated it is unknown how much is in there. Ms. Chamblings stated she feels handcuffed if the RC doesn't control the trust. Mr. Kately asked if the town is basically "shut down" except for emergencies. Mr. Fisher answered yes. Mr. Kately added it will be shut down until the audit is complete and the true amount will be moved into the trust? Mr. Fisher again stated yes. Mr. Kately stated then the RC should have plenty of money to spend as they like. Mr. Fisher stated yes. Mrs. Fritsch asked if the RC still needs approval from the Town Committee. Mr. Fisher stated yes.

Field Use Form: Stillwater Recreational Soccer is requesting use of Volunteer Field from March 2012 to June 2012. The schedule is pending. The insurance is up to date through September 1, 2012.

Mr. Kately made a **motion** to approve the request, **Mr. Chamblings** seconded.

Roll Call Vote: Ms. Chamblings, yes, Mr. Chamblings, yes, Mr. Kately, yes, Mrs. Fritsch, yes, Mrs. Sugar, yes

Reports: none

Committee Member Comments: none

Liaison Report: Mr. Fisher stated the only report was about the blanket order which had been covered.

Open Public Session: **Ms. Chamblings** made a **motion** to open the second OPS at 8:32, **Mrs. Fritsch** seconded.

Jim Giannetti thanked Mr. Chamblings for all his years of service to the town. They met in 2001 when soccer was in need of a field. Mr. Chamblings told him about the donated property and did so much work on it to develop it into the field. Mr. Giannetti thanked him for all he did.

Dave Manser thanked Mr. Chamblings for all his time, donation of equipment, and work done over the years. He stated Mr. Chamblings has always been there when anyone needed him. Mr. Manser thanked him for all he's done over the years that has gone unthanked. Mr. Manser also thanked Mr. Kately for all he's done serving on the RC. He stated you don't realize until you attend the meetings all the work that the members do, and he believes the RC is moving in the right direction.

Bill Steckowich stated that several meetings ago it was discussed that if the ponds at Veterans were cleaned out perhaps a skating rink could be put there. Now the ponds have been cleaned out and there is going to be a bench there. Also, the donated property is a nice, flat surface that could be made into a clay tennis court. It could have borders that could allow it to be filled with water in the winter for a skating rink. He then suggested that before asking the Town Committee about installing electricity at Veterans, the RC figure out just what will be needed. For the time being it could be done with portable generators to get an idea of what will be necessary. Once things are established the RC will have a better idea of what will be necessary. Ms. Chamblings stated the RC could speak to Fredon to see what is needed. Returning to ice skating, Mr. Steckowich stated with skating at the ponds, there would need to be a lot of signs posted, first aid available, and perhaps a safety officer. He went on to thank the RC for being a great organization. He stated he attends the zoning board meetings and nothing ever gets done. He thinks the RC does the most to help the town.

Stachia Burke expressed her thanks to Mr. Chamblings and Mr. Kately on behalf of herself and the Rec. League for all they've done. She also stated that if a skating rink is to be installed to not put it at the bottom of the sledding hill.

Dave Manser then thanked Ms. Chamblings for her service and wished her well on the Town Committee.

Bill Steckowich stated that he has a candy stripe tool to pass along to the next Chairperson.

There were no further comments from public. **Ms. Chamblings** made a **motion** to close the second OPS at 8:43, **Mr. Kately** seconded.

Executive Session: none

Ms. Chamings expressed her thanks to her dad, Mr. Chamings, for his 50+ years as a public servant. He was police chief for 42 years and following his heart attack transitioned into the Rec. Commission. She thanked him for all he's done for the town.

Mrs. Sugar also thanked Mr. Chamings for his years of service.

There being no further business, **Mr. Kately** made a **motion** to adjourn the meeting at 8:44 pm, seconded by **Mr. Chamings**. In a voice vote, all were in favor. The next meeting will be held on Monday, January 2, 2012 at the Municipal Building.

Respectfully submitted,

Tammy Leonard, Secretary

Lisa Chamings, Chairperson