

WESTWOOD RECREATION DEPARTMENT
RECREATION ADVISORY BOARD
Minutes of May 9, 2016

1. MEETING CALLED TO ORDER at 8:06 P.M. by Chair Angelo Pira.

Present: Councilmember Christopher Montana, Chair Angelo Pira, Board Members Kevin Corcoran, Amy McDevitt, Jodi Murphy, Bermari Roig, Jennifer Scardino, Jason Scheffer, Recreation Director Gary Buchheister, Admin. Asst. Margaret McDonough
Absent: Vice Chair John Toale, Member Bobbie Cozic

2. APPROVAL OF MINUTES: Member Roig made a Motion to Accept the Minutes as presented; Member Scheffer seconded the Motion; All in favor, the Motion passed

3. OPEN PUBLIC FORUM:

4. COUNCIL LIAISON REPORT: Councilmember Montana attending the meeting for Council President Bicocchi. He reported that the Mayor and Council were very pleased when Mr. Bicocchi presented a Resolution regarding the shared services of the Special Needs Activities Program (S.N.A.P.) arranged between Recreation Director Gary Buchheister and the Park Ridge Recreation Department. He also reported that Mr. Bicocchi and Westwood Administrator Ben Kezmarsky have discussed the funding of the refurbishment of the McKinley Park tennis courts and further developments should be available for the June Board meeting.

5. DIRECTOR'S REPORT:

a. Spring Programs: Director Buchheister presented a summary of the programming and reported that the season is going very well. The new Yoga programs have gotten off to a modest but very successful start. The Adult Fitness registrations have dropped slightly but are expected to rebound.

b. Women's and Men's Softball League: Both Leagues are doing very well, the Women's League in their first season has 49 players and the Men's League in its second year has 124 players.

c. Summer Programs; Concerts and Movies: A summary was presented of the registration which has begun. Early registration for the Playground Program will continue until Friday, May 27, the program will run from Monday, June 27 through Friday, August 5.

The Concerts and Movies in the Park season schedules were distributed. Mr. Buchheister asked that the Board Members confirm their schedules to assist at the Thursday events in July and August. The event host schedules will be confirmed at the June Board Meeting.

d. 2016-2017 Pre-School Registration: Registration began April 26, the four-year old class of 24 students is full; the three-year old class of twenty has 5 registered, which is a normal registration. Three year old children are generally not ready to be registered until September / October. It is expected that the three-year old class will be full as the school year progresses.

e. Capital Improvements:

1. C.C. Gym Floor: The Mayor and Council have discussed the project and the Borough C.F.O. is preparing the Bid Specifications. When the bids have been received, the Mayor and Council will approve a project vendor and the project schedule will be confirmed.

2. New signs for Brookside Park and Berkeley School Field: D.P.W. Manager Rick Woods should install the replacement signage this week. It was fortunate that inclement weather postponed the installation of the signs as the Brookside Park sign would have to be taken out when curbs were installed. The new curbs will deter people from driving onto the lawns as well as greatly improving the aesthetics of the park.

5. DIRECTOR'S REPORT:

3. New lights over the C.C. words: The installation of the new light fixtures has been delayed but is anticipated to be completed within the next week.

4. Scoreboards: The two, new scoreboards will be installed in the Community Center gym this week. Sponsor banners will be hung adjacent to the scoreboards and the scoreboard sponsors will be invited to review the scoreboards and banners at a sponsorship presentation event.

f. Start Up Stroller Walking Club and Over 55 Walking Club at Westvale: Member Murphy initiated the Over 55 Walking Club at Westvale Park and she reported that only one of the senior residents had previously walked through the Park although most of them have lived in Westwood for decades. The walking program is of great benefit for them as well as the benefit of introducing the facility to our senior residents.

A resident willing to initiate the Stroller Walking Club for younger people with baby strollers is still being sought. Director Buchheister requested that the Board Members help in recruiting a person to assist in starting up the program.

6. OLD BUSINESS:

a. Committee Assignments: Director Buchheister requested that every Board Member review and choose an Assignment which are: Over 55 Programs, Teen Center, Youth / Pre-School Programs, Facility Improvement (Parks/CC), Sponsorship. He asked that every Board Member meet with him prior to the next Board Meeting to discuss the specifics of their chosen Assignment which will entail researching the current status, identifying difficulties, opportunities for improvement, additions / expansions, etc. Discussion followed on the various Assignments specifically the expanding Teen Center, Capital Improvements of park facilities, youth programming, Sponsorships.

b. Capital Improvement Plans:

1. Lighting in gym: Nothing to report

2. New Gym Floor: Previously addressed

7. NEW BUSINESS: Director Buchheister reported that there was damage to the toilet paper dispensers in the Westvale Park ladies restrooms. Discussion followed on Westvale park including:

The speed of vehicles traveling on the upper road near the ball fields at Westvale Park, signage warning of restricted speeds may be posted;

The number of vehicles being towed because of the large gravel on the road; signage may be posted for access only to vehicles with 4-wheel drive.

It was reported by a Board Member that instances have occurred of people driving on the walking path to bypass traffic on the upper roadway.

Director Buchheister discussed the possibility of a Park Monitor to supervise activities, confirm Permits for Use of the fields, monitor inappropriate activities, facilities maintenance, etc. Councilmember Montana suggested that off-season crossing guards and/or retired persons who have applied for Parking Authority positions may be excellent candidates if Park Monitor positions are created.

The 2015-2016 season of the Teen Center had a registration of almost 200 children. The average weekly attendance averaged 60-80 children. Discussion followed on the possibility of increased staff, a rotating Volunteer roster, a door monitor, etc.

The field lighting system of Westvale Park was discussed specifically the keypad system of the fields, the lighting system difficulties of the baseball 'A' field, operating costs, etc.

Member Corcoran reported that the Westwood Baseball Association will host the N.E.B.U.S. Tournament. Discussion included the Annual Bergen Charity Classic tournament of scheduling, field usage, etc.

8. ADJOURNMENT: Motion to Adjourn was made at 8:45 P.M. by Member Roig, seconded by Member Corcoran. The next meeting will be Monday, June 13, at 8:00 PM. in the Community Center.