

WESTWOOD RECREATION DEPARTMENT
RECREATION ADVISORY BOARD

Minutes of October 6, 2014

1. MEETING CALLED TO ORDER at 8:03 P.M. by Chair John Toale

Present: Councilmember Christopher Owens, Chair John Toale, Vice Chair Angelo Pira, Board Members, Heidi Catalano, Kevin Corcoran, Jodi Murphy, Ruth Nass, Recreation Director Gary Buchheister, Admin Asst Margaret McDonough.

2. APPROVAL OF MINUTES of Sept 8, 2014: Vice Chair Pira made a Motion to Accept the Minutes as presented; Member Corcoran seconded the Motion; All in favor, the Motion passed.

3. OPEN PUBLIC FORUM:

4. COUNCIL LIAISON REPORT: Councilmember Owens had nothing specific to report other than Director Buchheister's suggestion to install a concrete slab adjacent to the Brookside Park Building. Mr. Owens requested this be presented first to the Recreation Board as it is a structural change to the park. Director Buchheister stated that the Summer Playground registration of 130 children in Grades 4-8 at Brookside Park exceeded all previous program attendance. The need became obvious for a concrete base for the picnic tables and table activities for the summer program as well as for other park usage. There are currently four picnic tables at that site and an additional two are required. The area is not grass covered and the dirt / mud is a detriment to the activities and to the children's eating area. An additional, small concrete slab for a ping pong table approximately 50' to the north would also be installed. A quote from Kelly Donahue has been received for \$3,800.00 for the installation of both concrete slabs at a 4" depth.

The Board unanimously agreed with the plan and Councilmember Owens will present this proposal to the Mayor and Council.

5. DIRECTOR'S REPORT:

a. 2014-15 Pre-School Registration Update: There are currently 22 four-year olds and 14 three- year olds in the program. The maximum capacity is 24 and 20, respectively. It is anticipated that an additional 2 or 3 students will be joining the classes.

A 32" flat screen t.v. was installed on the classroom wall so the teachers can display work, play songs directly from the computer; essentially using the t.v. as a smart board. The DPW installed the tv and it is a great addition to the class.

b. Fall Program Update: Director Buchheister distributed a Fall Program and registration summary for Board review. Most of the programs reflect excellent to good registrations, one or two of the programs have slightly decreased registrations and one new program 'Extreme Sports' for Grades K- 2 and 3-5 was cancelled due to a lack of registrations. A 'soft' deadline for basketball registration is October 24, late

registrations will be accepted. Parents contacted Mr. Buchheister after the first lesson with the new tennis vendor to report that they were thrilled with the new lessons.

Discussion followed on various programs including the Open Gym (adult) basketball program, the various youth basketball leagues particularly the boys Gr 9-12 league and the adult 'Fitness in the Park' program. Member Murphy, the program's instructor, reported that many park pedestrians inquired about the fitness program and additional registrations are expected.

c. Repair to lights on Westvale Fields/ Removal of scoreboard Update: The contractor has repaired all of the field lights. There are a few broken ballasts which are on order and which is most likely the reason breakers are tripping. The old scoreboard has been removed and as borough property will be put up for auction. Discussion followed on the logistics of removing the scoreboard, the new Softball Association's scoreboard, etc.

6. OLD BUSINESS:

a. Committee Assignments: Tabled.

b. Capitol Improvement Plans: Director Buchheister reported that the two main projects will be the Community Center gym lighting and gym flooring.

1. Lighting in Community Center Gym: The new lighting will cost approximately \$15-20 thousand dollars and will make a tremendous difference in the facility.

2. New Gym Floor: A new gym floor will cost approximately \$55-65 thousand dollars and should be viable for about 25 years. A replacement floor similar to the current floor would cost about \$15 thousand but would only last about six years. The funds for both projects are available through the Trust Account.

Extensive discussion followed on the history of the Community Center and park facilities, the history of upgrades/repairs, Borough responsibility to maintain Borough buildings, the use of the Recreation Trust Fund, needed repairs at Brookside Park, etc.

7. NEW BUSINESS:

a. The Council has approved John Leyden's Eagle Scout Project to install a bocce court in the shaded area of the southwest corner of Voorhis Park and a new park sign. Discussion followed regarding whether park lighting would be used to light the court, the terrain will dictate the exact location, etc.

b. The annual Ragamuffin Parade will be on Saturday, October 25 beginning at the train station at 10:00. The children, led by three costumed characters and members of the W.H.S. Drum Corps, will parade to the decorated Community Center where entertainment, doughnuts and apple cider will be served. Director Buchheister requested that all available Board Members attend to assist with the event.

c. Director Buchheister reported that the process has begun to hire two part-time custodians to replace Jack Decker. The four applicants under consideration all have custodial experience with light repairs, painting, maintenance, cleaning, etc. The hours would be split for a Monday, Tuesday, Wednesday shift and a Thursday,

Friday, weekend shift. The job encompasses the Community Center, the Fire House, the train station, Westvale Park and the Borough Hall and Library in the absence of the other borough custodian. They will be processed through the standard fingerprint checks and background checks.

Director Buchheister reported that the D.P.W. staff particularly Dave has done an excellent job covering the absence of a custodian and have completed a number of repairs to the Community Center and have maintained a high standard of daily chores and facility cleanliness.

d. The Community Center's window blinds will be replaced. The current window blinds are original to the building's renovation almost 20 years ago and they are overdue for replacement.

e. The Community Center's exterior stucco is in need of repair and painting and bids are being obtained for that project. Pressure washing would most likely cause extensive damage to the stucco.

f. Director Buchheister will meet tonight with the coaches of the Travel Basketball Program. One of the items to discuss is proper sportsmanship and behavior of coaches, parents and players at games. He is suggesting a new program that will address these issues.

g. The new Special Needs brochure was presented for review. The Special Needs Basketball Program registrations are down from the 2013 program. Director Buchheister is working with the new Director of Special Services for the Westwood Regional School District. There are 450 classified students in the District. Discussion followed on the various aspects of the Special Needs program, the High School volunteers, etc. Director Buchheister requested that the Board Members reach out to those in the community who should advantage of this program. The program is not restricted to Westwood residents.

8. ADJOURNMENT: Motion to Adjourn was made at 8:48 P.M. by Member Catalano, seconded by Member Corcoran. The next meeting will be November 10, 2014 at 8:00 PM. in the Community Cent