

WESTWOOD RECREATION DEPARTMENT
RECREATION ADVISORY BOARD

Minutes of November 10, 2014

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

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

Absent: Chair John Toale

2. APPROVAL OF MINUTES of Oct 6 2014: Member Nass made a Motion to Accept the Minutes as presented; Member Murphy seconded the Motion; All in favor, the Motion passed.

3. OPEN PUBLIC FORUM:

4. COUNCIL LIAISON REPORT: Councilmember Owens reported that the Mayor and Council addressed the issue of concrete slabs adjacent to the Brookside Park building. Councilmember Waneck suggested the use of alternate materials such as pavers, rubber playground matting, etc. Director Buchheister reported that pavers are much more costly and would be destroyed when the area floods; rubber playground matting is installed over concrete slabs which would increase the cost but not the efficiency. Director Buchheister stated that concrete slabs are the cleanest and least expensive material. Several estimates will be obtained which Councilmember Owens will present at the next Council meeting. Due to temperature conditions, the project cannot be done before the Spring of 2015.

Councilmember Owens introduced and welcomed new Board Member Jason Scheffer. Mr. Scheffer stated that he is very excited to be a part of the Advisory Board.

Councilmember Owens reported that new N.J. State regulations regarding 'Shake A Can' fundraisers will require a longer application period and suggested that all organizations contact Director Buchheister to submit these Applications at least one month in advance. Brief Discussion followed.

Member Corcoran joined the meeting at 8:15 pm

5. DIRECTOR'S REPORT: Director Buchheister welcomed Member Scheffer and provided him a brief summary of the Department's Mission and the role of Board Members toward fulfilling that Mission.

a. 2014-15 Pre-School Registration Update: There are currently 22 students in the Four Year Old Program and 14 Students in the Three Year Old Program. Two additional students are expected to join the Three Year Old Program in January. The School is going very well, the children are happy and learning and the parents are very pleased with their childrens' progress.

b. Fall Program Update: Director Buchheister presented a Summary of the season for Board Review. It has been a very successful season and the majority of programs will conclude by mid-November.

c. Basketball Update – Recreation / Travel Programs: Recreation Leagues will begin practicing in December, games begin in January. Travel League teams are practicing and participating in tournaments, league games begin in January. There are eight Travel teams, five boys' teams and three girls' teams, more

than have existed in a number of years. The Boys Gr 9-12 league will have two open gym times in December with games beginning in January. Additional registrations are anticipated

A new Sportsmanship Seminar is being introduced for the Travel League which should be an example for all of our neighboring communities. All program participants and at least one of their parents must attend which will be held in early December. Mr. Buchheister, John Santulli the W.H.S. Basketball Coach, several members of the H.S. team and a Sports Psychologist will address the children and parents separately to present and review the standards of behavior expected in the league. Mr. Buchheister invited the Advisory Board to attend. If a parent or participant cannot attend, they must contact Mr. Buchheister prior to the seminar. Anyone failing to participate in the seminar will not be allowed to participate in the program.

d. New Custodians – Raheem Jackson and Michael Lara, the part-time custodians are doing a fantastic job. They are learning the schedules and routines of the job and the Community Center already looks great after the temporary absence of a full time person. Raheem a life long resident and a member of the Westwood Police Auxiliary, working three days and Michael is a resident working two days and also works at HUMC at PV.

e. 2015 Recreation Dept Fee Ordinance: Director Buchheister presented the 2015 Fee Ordinance Draft for Review. Extensive and specific discussion followed including Summer Playground Program expanded hours, ‘Third Party’ program provider rates, Field Use Fees increase, Facility Use Fee adjustments and Policies; specifically regarding increased insurance requirements and alcoholic beverage requirements for private parties, etc. Member Murphy suggested a signed acknowledgement that alcoholic beverages will not be consumed during the event unless an Alcohol Consumption Permit has been obtained. Director Buchheister stated that alcohol consumption at private parties is a minor portion of all the events. In response to a question, Director Buchheister stated that resident’s requests for an event have not been affected by the use of the Community Center for non-resident events. The Board approved the proposed Fee Ordinance; Councilmember Owens will present it to the Mayor and Council for review and approval.

f. Director Buchheister thanked the Board Members who assisted at the annual Ragamuffin Parade in October. An additional sponsor for the event assures all costs are covered by sponsorship funds.

6. OLD BUSINESS:

- a. Committee Assignments: Tabled
- b. Capitol Improvement Plans:
 - 1. Lighting in Community Center Gym: Tabled
 - 2. New Gym Floor: Tabled

7. NEW BUSINESS:

- 1. Oaths of Office: Director Buchheister administered the Oaths for new Member Jason Scheffer and Members Corcoran and Nass. Mr. Buchheister thanked them for their service to Westwood.
- 2. The Community Center window blinds in the Meeting Rooms and the office are original to the building renovation in 1997. The blinds are broken and shabby and permission has been granted to replace the blinds in the near future with Recreation Trust Account funds.
- 3. Director Buchheister reported that a resident has requested that the Westvale Park Dog Park be lit during the winter months. He addressed the issue with Administrator Hoffmann and DPW Manager Woods. It will be determined if a PSE&G dusk to dawn light can be installed in that area at a minimal cost for the Borough. The resident will be advised of the determination.

4. Member Kevin Corcoran reported that the Westwood Baseball Assn is proposing alterations to the Westvale Park fields to accommodate the transition from a 50'x70' field to a 40'x60' field. Director Buchheister asked that the WBA submit a formal proposal for the Mayor and Council to review. Member Corcoran also reported that the WBA will be investing \$7,000. to refurbish the Meadowbrook Park batting cages and field lighting.
5. Member Nass questioned the current use of the Brookside Park. Director Buchheister reported that the youth soccer Association (DSC United) has requested the improvement of the field for their use with younger participants. The proposed improvements would include field improvement, benches, etc. funded by DSC United. The baseball backstop and outfield fences will remain in place.
8. ADJOURNMENT: Motion to Adjourn was made at 8:55 P.M. by Vice Chair Pira and seconded by Member Corcoran. The next meeting will be December 8, 2014 at 8:00 PM. in the Community Center.