

WESTWOOD RECREATION DEPARTMENT
RECREATION ADVISORY BOARD

Minutes of November 18, 2013

1. MEETING CALLED TO ORDER at 8:15 P.M.

Present: Chair Michael Griffin, Vice Chair Heidi Catalano, Members Joan Hluchan, Angelo Pira, John Toale, Recreation Director Gary Buchheister, Admin. Asst. Margaret McDonough

Absent: Councilmember Peter Grefrath, Members Janine Borgersen, Chris Codner

2. APPROVAL OF MINUTES of September 9, 2013: Member Hluchan made a Motion to Accept the Minutes as presented; Member Toale seconded the Motion; All in favor; the Motion passed.

3. OPEN PUBLIC FORUM:

4. COUNCIL LIAISON REPORT: In the absence of Mr. Grefrath, Director Buchheister presented the report.

5. DIRECTOR'S REPORT:

a. Fall Program Update: Director Buchheister presented a summary of the Fall Program schedule for review. Discussion followed on the various programs including the expanding and successful Girls Volleyball Program; the increased use of the on-line registration system reflecting 75% of registrations received.

The Special Needs Basketball program was covered in an extensive newspaper article and pictures from the Community Life newspaper of October 17 reporting on the expanding program. There were 17 participants and at least 17 volunteers in addition to the Coordinators. The program is a great benefit to the children in the program and to the youth volunteers.

b. Pre-School Update: The Four-year old class currently has 21 students with an additional student anticipated. The Three-year old class currently has 16 students. Both classes are running very well and the parents and children are very pleased with the program.

c. Basketball Program: The registrations for the Boys Basketball Program have increased incrementally from 2012. The Girls Basketball Program registrations have increased dramatically and the Grade 5 and 6 Girls league has more than doubled from last year reflecting the program improvement of the Gr. 1-2 and Gr. 3-4 programs. The Boys Grade 9-12 program has a slow but increased registration over last year with additional registrations anticipated.

d. Over 55 Program: The 'Over 55' exercise program has continued to expand. There were recently 47 attendees one day; the program maximum should be 50 participants. Director Buchheister presented a file of thank you letters from the Seniors for the program, many of whom requested creating additional programs.

e. Lightning Detection and Warnings System installed: Director Buchheister reported that the system has been installed with a warning horn and strobe light at Westvale Park, the horn can be heard on the Berkeley field which also has a strobe light. Meadowbrook Park has a warning horn and a strobe light. The entire

system is coordinated with the school fields with the town-wide monitor at the Middle School. The 30 minute delay rule is effective for all fields each time the horn sounds.

f. Eagle Scout Projects at Parks: There is a proposed Eagle Scout project for Hageman Park which will include power washing and fixing the roof of the pavilion, repair fencing, etc. which will be done with the supervision and cooperation of the D.P.W. There have been several excellent Eagle Scout projects completed at various Borough parks.

g. Halloween Parade: The event of October 26 was a great success with one of the best attended Halloween Parades to date. It is estimated that over 250 children participated with approximately 750 people in attendance in the Parade and the event in the Community Center. Director Buchheister thanked the Board Members who assisted with the event.

6. OLD BUSINESS:

a. Committee Assignments: Tabled

7. NEW BUSINESS:

a. 2014 Fee Ordinance for Recreation Department: The proposed Fee Ordinance was presented and reviewed. Discussion included fee changes, third party providers, rental of facilities when not in use by residents or programs, new programs and proposed programs.

Director Buchheister also presented the proposed 2014 Operating Budget which has been submitted for approval. Items of discussion included the Summer Concert Series item which has been decreased to reflect increased sponsorships; the funds requested for the year total \$12,000 apart from salaries and wages. Programs and many facility and field improvements are funded by the Trust Account as designed by the State.

Municipal Alliance and Community Block Grants were also reviewed including a requested increase for 'Over 55' Athletic Programs.

b. Westvale Park: The building is now required to have methane monitors and venting, irrigation has been completed on the 'A' and 'B' fields coordinated with the rain monitoring system, the 2012 field lighting fees have been reviewed and through the cooperation of the sports organizations the actual costs are very close to the usage budget estimations.

8. ADJOURNMENT: Motion to Adjourn was made at 8:50 P.M. by Vice Chair Catalano, seconded by Member Hluchan. The next meeting will be December 9 at 8:00 PM. in the Community Center.