

WESTWOOD RECREATION DEPARTMENT
RECREATION ADVISORY BOARD

Minutes of April 15, 2013

1. MEETING CALLED TO ORDER at 8:045 P.M.

Present: Councilmember Peter Grefrath, Vice Chair Catalano, Members Chris Codner, Joan Hluchan, Don Smith, John Toale, Recreation Director Gary Buchheister, Admin. Asst. Margaret McDonough

Absent: Chair Michael Griffin, Member Janine Borgersen

2. APPROVAL OF MINUTES of March 11, 2013: Member Codner 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:

Councilmember Grefrath reported on the proposed Lightning Detection System; Recreation Director Buchheister has met several times with Board of Education Business Administrator Keith Rosado, Westwood O.E.M Officer Darren Blankenbush and Westwood D.P.W. Manager Rick Woods to review potential Lightning Detection Systems. Mayor Birkner has invited the Township of Washington and Emerson to participate as a shared services project although they have not committed to the project. In response to Board questions, Director Buchheister stated that the project with Westwood and the Board of Education alone would be \$20,000 to \$25,000; if more entities share the cost, the cost will decrease. Councilmember Grefrath stated that the project is not in the 2013 Budget, therefore a Bond would have to be issued for the project expenses. Discussion followed including the imperative nature of the project and the potential of Emerson and the Township committing to the project.

Global Advisors on Smokefree Policy (G.A.S.P.) made a presentation to the Mayor and Council citing a 'model Ordinance' used by Clifton. The Borough Attorney was asked to review the proposed Ordinance and the current Borough Code. The Council stated that the proposed Code was very similar to the current Borough Code and no further action would be taken. The Council proposed that signage and enforcement be implemented to enforce the ban of the use of tobacco products on municipal properties.

Six more Veterans Park memorial benches have been damaged due to skateboard stunting in addition to the previous five that were damaged. Mr. Grefrath reported that DPW Manager Rick Woods spent several hours trying to repair the original damage.

Director Buchheister left the meeting.

Mr. Grefrath will contact the bench manufacturer regarding preventative measures for skateboarding stunts. He has requested the police report on damage from the April 13-14 weekend and that the surveillance camera tapes be reviewed by the Police Department. He will request signage be re-posted and may request that the surveillance camera be re-focused from the bandstand to include the park bench area.

Discussion on the Memorial Bench Program, the damaged benches, Borough vandalism and skateboard parks followed.

Director Buchheister returned to the meeting.

The 2013 Budget should be Adopted at the Mayor and Council meeting of April 16. Discussion followed including Westvale Park Lighting, Dog Park, etc.

5. DIRECTOR'S REPORT:

a. Egg Hunt Recap: Director Buchheister reported that the last four or five years, the participation has grown exponentially. Contributing factors include good weather on the day of the event, the improved appearance of Veterans Park, etc. Director Buchheister stated that next year's program will not be announced in the Community Life newspaper, the age of the enclosed area for the 5 years versus 3 year and younger children which would benefit parents with several children; maximum number of eggs per child; additional announcements telling parents not to participate; Board Members in the main area reminding parents not to participate. Extensive discussion followed including parents participating in the egg gathering; parents' misbehavior; having a 1 to 3 year old hunt and a separate 4 to 5 year old hunt in the enclosed area with grades 1-3 in the larger area. New procedures will be finalized prior to 2014.

b. Spring Programs: Director Buchheister presented a summary of the Spring Programs for review and discussion. Discussion included registration trends, the new Tee Ball Program; scheduling later hours for classes to accommodate the working parents of younger children. Discussion followed of the new (School) Spring Break multi-sports camp, H.S. Basketball coach John Santulli's basketball camp, etc.

Special Needs Program: The new Baseball Program will be coached by Chris Montana and Director Buchheister requested volunteers from the H.S.'s baseball and softball teams. The Softball Assn. is lending their equipment. Close Out Bats of Westwood will donate any required additional equipment. The Westwood Rotary donated \$200 to provide tee-shirts for the Program's baseball and tennis teams.

c. Summer Programs: Registration will begin May 1st.

d. Field Report: Director Buchheister reported that all of the fields are in great shape. The D.P.W. and Kelly Donahue have refurbished the 'A' field with piping, mesh fabric, two loads of infield clay, etc. After the recent, heavy rainstorms, the WBA Commissioner reported that the field was closed for one day. Prior to this, the field would be closed for several days as a result of storms. Brookside Park is being rented every Saturday to a pee-wee soccer program when the field is not in use by resident organizations.

6. OLD BUSINESS:

a. Committee Assignments: Director Buchheister confirmed the Board Committee assignments as; Don Smith, Over 55 Programs; Janine Borgersen, Teen Center; Joan Hluchan/Heidi Catalano, Youth / Pre-School Programs; John Toale, Facilities; Mike Griffin, Sponsorship:

b. Improvements to the A field:

c. Lightning Detection Systems:

7. NEW BUSINESS:

a. 2013 Recreation Department Budget: Director Buchheister reported that the Department's salaries for the Director, Admin. Asst, Van Driver, Teen Center staff and After School staff are part of the Borough's Operating Budget. The Department's Operating Budget for the year was cut from \$25,000 to \$13,000. Prior to his tenure, the Department's Operating Budget was \$250,000. The use of the Trust Account and policy changes implemented in the last five years made this possible. Extensive discussion followed with Councilmember Grefrath explaining specific difficulties of the Borough's current financial status and projections to 2014 and beyond.

b. Teen Center will have a special Rock Wall climbing event at the Community Center on May 10. The last day of the program for the current season will be May 17.

c. Councilmember Grefrath addressed the re-signalization of the railroad crossings and on-going renovation of Veterans Park. The schedule of Summer Concerts, Movies and other events has been considered and will be addressed as the project continues.

8. ADJOURNMENT: Motion to Adjourn was made at 8:52 P.M. by Member Hluchan seconded by Member Smith. The next meeting will be the second Monday, May 13, 2013 at 8:00 P.M. in the Community Center.