

WESTWOOD RECREATION DEPARTMENT  
RECREATION ADVISORY BOARD  
Minutes of October 19, 2015

1. MEETING CALLED TO ORDER at 8:00 P.M. by Recreation Director Gary Buchheister

Present: Councilmembers Chris Montana and Beth Dell, Board Members Kevin Corcoran, Jodi Murphy, Bermari Roig, Jason Scheffer, Recreation Director Gary Buchheister, Admin Asst. Margaret McDonough.

Absent: Chair John Toale, Vice Chair Angelo Pira, Board Members Bobbi Cozic, Ruth Nass, Jason Scheffer

3. OPEN PUBLIC FORUM: Thomas Petersen, Sport Pros USA representative presented a flooring option for the Community Center Gymnasium. Mr. Petersen reviewed the current suspension floor in the gym; the technological, economical, life-spans, and warranties of the various flooring options available on the market currently and presented samples of the facilities they have created / renovated. The Board questioned many aspects of the Sports Pros product and the specific concerns and use of the Community Center. Mr. Petersen departed at 8:40. Westwood H.S. Basketball Coach John Santulli, who attended the meeting at Director Buchheister's invitation, remained for further discussion before departing at 8:48. Director Buchheister stated that the new gym floor and lighting should be completed by August, 2016. He reviewed the project details and reported another vendor will attend the November Board meeting.
2. APPROVAL OF MINUTES: Member Corcoran made a Motion to Accept the Minutes as presented; Member Murphy seconded the Motion; All in favor, the Motion passed
4. COUNCIL LIAISON REPORT: Councilmember Montana and Director Buchheister attended the meeting of Interim Borough Administrator Ben Kezmarsky and Pascack Valley Meals on Wheels Coordinator Jeanne Martin to discuss the application for a Planning Grant which could result in a substantial three-year Grant for programming and meals for senior residents. The application will encompass the Borough's long and short term goals for senior programs and the Meals program. Mr. Montana emphasized many of Westwood's attributes which are favorable to the Grant Application. Councilmember Montana also reported that he and Director Buchheister have discussed a variety of revenue generating options which would benefit the senior residents' programs.
5. DIRECTOR'S REPORT:
- a. Summer Playground Program; Twp of Washington non-resident status: Tabled to the November Board meeting. The resident status must be confirmed for inclusion in the Department's January programs. Mr. Buchheister reported that the Governing Body may provide some flexibility in the 2016 Fee Ordinance by stating a program fee range versus a set fee.
  - b. 2015-16 Pre-School: The 4-year old program is at capacity with 24 students, the 3-year old program continues to increase with 15 current students. The parents and the children are all very pleased.
  - c. Fall Program Update: Director Buchheister distributed a summary of the current season reflecting an excellent registration; specifically the pottery class, the increasing Field Hockey Program and Dance registrations. He commended Cheryl Cipolla, the Girls Volleyball Coach for the substantial increase to 50 girls. The basketball registration is going very well and the Travel program will have 10 teams, the most ever in Westwood for Boys Grades 4 to 8 and Girls Grades 4 to 8.  
A new Lego Workshop will be conducted during the two day Teachers' Convention days; the registration has exceeded all expectations with only email advertising through our database.  
The S.N.A.P. (special needs) Basketball Program is expanding. Councilmember and Coach Montana elaborated on the program's improvements and the expanding High School volunteer base.
- The Teen Center currently has 71 children registered in Gr 6-9; with an average attendance of 40-50 and the 3 staff members and volunteers report the program is running beautifully.

d. Sports leagues' liability insurance: Director Buchheister informed all of the Westwood sports organizations that they must provide their own liability insurance or submit \$500.00 to be covered under the Borough's policy as of January 1. A decision is requested by November 1 and proof of their private insurance or their payment for inclusion in the Borough plan must be submitted by December 1. In addition, any organization that uses any Borough facilities must provide proof of accident insurance as well as the current liability insurance.

e. Capital Improvements:

1. Community Center Façade – new lights: The Center's exterior nearest the parking lot has been painted; new lighting for the 'Community Center' signage will soon be completed similar to the Fire House's lighting; the DPW will remove the vines on the building. Flags will be reinstalled on the front of the building including the U.S., N.J. State and a Borough flag. Eventually, a Recreation Department flag may be added.

2. Lights on Fields – Westvale and Meadowbrook: Meadowbrook field's ballasts and bulbs have been replaced and repaired as needed. The Westvale lighting required more attention as the Control Board was malfunctioning in addition to several ballasts and bulbs.

3. Community Center Gym Lights: The design plan has not yet been produced by Boswell Engineering. Councilmember Montana conveyed Dr. Boswell's project report at the last Mayor and Council meeting. The status of the design plan process should be determined this week.

4. Community Center Gym Floor: Previously addressed.

## 6. OLD BUSINESS:

a. Committee Assignments: Tabled

b. Capitol Improvement Plans: Previously discussed

1. Lighting in gym:

2. New gym floor:

7. NEW BUSINESS: The Halloween Ragamuffin Parade will be held on Saturday, October 31. Mr. Buchheister requested that all available Board Members assist in the event. The Parade led by the High School band will begin at Veterans Park at 10:00, culminating in entertainment and refreshments at the Community Center. The event will conclude at Noon.

The Borough has previously used Tenafly's split-seeder machine on Westvale field, which is no longer possible. Bergen County's Valley Brook Golf Course has offered to seed and later aerate the fields with Westwood only providing the seed. The Youth Football program will not be able to use the 'A' field for practice once the field is seeded. When the football and soccer fields conclude, the multi-purpose fields will be seeded. Mr. Buchheister and the Board are very grateful for the County's generous assistance.

Resident and Coach Brian Osterhus is a member of the Pascack Bible Church. As one of their volunteer projects, they will remove the batting cage, 3<sup>rd</sup> base benches and scoreboard at Brookside Park to renovate that park as a youth soccer practice / game field. The DSC may re-grade the field.

New signs for Brookside Park and the Berkeley Field will be replaced, replicating the signage at other Borough parks. The condition of the Berkeley Field was discussed. McKinley and Voorhis Park signs will be reviewed for possible replacement.

Director Buchheister reported that the Governing Body has approved the full-time hire of Michael Lara as the custodian for the Community Center. He stated that Mr. Lara is an exemplary worker and the Community Center has never been maintained so well. Mr. Lara is also responsible for the Fire House, the train station and the park buildings.

A recent Community Life newspaper article regarding the Township of Washington's revised Facility Use fees was presented by Director Buchheister. Discussion followed.

8. ADJOURNMENT: Motion to Adjourn was made at 9:30 P.M. by Member Corcoran, seconded by

Member Roig. The next meeting will be November 9, 2015 at 8:00 PM. in the Community Center.