

WESTWOOD RECREATION DEPARTMENT  
RECREATION ADVISORY BOARD

Minutes of March 12, 2012

1. MEETING CALLED TO ORDER at 8:11 P.M.

Prior to the 2012 Board Elections former Vice Chair Catalano presided.

Present: Councilmember Peter Grefrath, Board Members Heidi Catalano, Christopher Codner, Michael Griffin, Joan Hluchan, Don Smith, John Toale, Recreation Director Gary Buchheister, Admin. Asst. Margaret McDonough

Absent: Member Janine Borgersen

2. APPROVAL OF MINUTES of February 13, 2012: Member Codner made a Motion to Accept the Minutes as presented; Member Smith seconded the Motion; all in favor, the Motion passed.

3. OPEN PUBLIC FORUM: Resident Anthony Catalano, Jr. presented his proposed Eagle Scout Project which will renovate the Veterans Park memorial canon and stone pedestal. The project will include relocating the canon nearer to the Veterans Memorial, refurbishing the canon, building a new stone foundation, creating a memorial explanation of the canon and the requisite fundraising. The project has been approved by the B.S.A. Mr. Catalano, Jr. will consult with the various Borough Departments and the Westwood Veterans Council before presentation to the Mayor and Council. The Recreation Board accepted the proposal and offered their congratulations and suggestions.

Mr. Catalano, Jr. thanked the Board for their encouragement and departed the meeting.

4. COUNCIL LIAISON REPORT: Councilmember Grefrath reported that the Mayor and Council are conducting a line by line review of the 2012 proposed budget. Clarification of the Recreation Trust Accounts was requested and provided by Director Buchheister. The details of several line items were requested. Mr. Grefrath reported the Council was completely satisfied with the Department's budget as presented.

The Memorial Bench Program coordinated by Councilmember Grefrath and Director Buchheister is progressing very well. Three benches have been purchased for Veterans Park and Westvale Park. It is anticipated that as residents see the benches, more memorial requests will be forthcoming.

The Veterans Park Renovation will include walkway reconfiguration, additional lighting, additional benches, bandstand sidewalk brickwork and improved landscaping. The project plans are available in the Borough Hall. The project schedule is early August to mid-October; scheduled events will be relocated to other areas of the Park. Subsequent project plans include the Veterans Memorial area. The Westwood Veterans Council will be consulted regarding those improvements.

5. DIRECTOR'S REPORT:

a. Basketball Update: Director Buchheister reported that the season has ended. There were a few incidents of coach / parental unsportsmanlike behavior. Those situations have been addressed and resolved. There has been a marked improvement in the Travel Program with four out of the eight teams making the Playoffs. Discussion followed.

b. Winter 2012 Registration Update: Director Buchheister reported that the Winter Programs are progressing very well. He presented a summary of the Winter Program season to the Board which was reviewed and discussed. The Board offered their congratulations on the success of the season.

c. The Jazzercise Program which had been renting the gym several morning a week has obtained a smaller location in Hillsdale due to a declining enrollment. Director Buchheister is pursuing other programs for Active Adult programs to utilize the gym during this time.

d. Sgt. Christopher Hrbek 5k run, June 17<sup>th</sup>: The Memorial run coordinated by resident Cheryl Hodges will use the Westvale and Pascack County Park areas. Mr. Buchheister and Police Chief Regino have reviewed the event plans and offered suggestions. Volunteers will be needed to assist during the event. Any Municipal expenditure will be reimbursed by the Memorial Foundation.

e. Heating system in gym: There was a multiple system failure of the boiler which dates back to the 1960s. The boiler is irreparable. Several options are being reviewed considering initial cost and long-term efficiency factors. Director Buchheister will present updates at the April 9 Board Meeting.

f. N.J.R.P.A. Conference: Director Buchheister reported that the Recreation and Parks Conference seminars were very beneficial. Discussion followed including improving / creating programs for teens aged 12-17 and improving / creating programs for Active Adults over 45 years of age. Several programs for the less active Senior-aged residents are provided by the Thomas J. Riley Senior Center.

g. Egg Hunt – April 7<sup>th</sup> at 10:30 am, Veterans Park: The event details were presented by Mr. Buchheister and he requested that all available Board Members meet at 9:00 in Veterans Park to assist.

## 6. OLD BUSINESS:

a. Westvale Playground; Additional Equipment: Several proposed items were postponed to the end of the project. Grant funding is still available for the addition of a roof for the playground equipment. There are no trees on the renovation capped areas and this roof will provide shade for the children. Councilmember Grefrath will recommend the improvement to the Mayor and Council.

## 7. NEW BUSINESS:

a. Advisory Board Chair and Vice Chair Elections: Director Buchheister administered the Oath of Office to Member Griffin. Director Buchheister asked for nominations for Chair and Vice Chair for 2012. Ms. Catalano nominated Mr. Griffin for Chair, Ms. Hluchan nominated Ms. Catalano for Vice Chair; both nominations were accepted; the nominations were seconded; the vote was unanimous in favor.

b. Board Projects: Director Buchheister stated that each Board Member will be assigned a project i.e., program creation research, program sponsorships, event sponsorships, older teen / active adult programming, grant funding, etc. He asked that each Board Member consider what type of project they would prefer to address. As the current Municipal Alliance Chair, funding for new programs is available. Chair Griffin reported that he has proposed a Short Film Contest for High School Students to the Jr/Sr High School Media Consultant. The winning films would be shown previous to the 'Movies in the Park' feature presentation. The Board congratulated Mr. Griffin on his efforts and requested that he pursue the project.

c. Board of Education Field Usage Fees: Member Codner reported on the Board of Education meeting's proposal for all resident / non-resident groups to pay for the use of the school fields. Discussion followed.

d. Financial Disclosure Statements: The Statements were distributed to all Board Members, two original copies must be returned by April 9.

e. E-mail Usage by Board Members: Requirements for use of E-mail by Board Members were distributed and reviewed. A Recreation Board e-address has been created for use between Board Members and the Board Members and the public regarding any and all Departmental issues.

8. ADJOURNMENT: Motion to Adjourn was made at 9:04 P.M. by Chair Griffin; seconded by Vice Chair Catalano. The next meeting is Monday, April 9, 2012 at 8:00 P.M. in the Community Center.