

Borough of West Long Branch

Recreation Commission

Meeting Minutes- March 11, 2019

Members in Attendance:

Debbie Ronan, Chair
Lorraine Strohmer
Salina Neuhaus
Gregg Malfa
Ronald Karpe
Larry Mays

Also in Attendance:

MaryLynn Mango, Councilwoman
Fred Migliaccio, Councilman

Meeting Called to Order at 7:31pm.

1. Debbie began the meeting by re-visiting our mission: 'To provide our community with various activities and events for residents of all ages.'
2. Debbie welcomed Larry Mays to the Rec Commission. He will be sworn in within the coming weeks at Borough Hall or at our next meeting. Larry is a retired Port Authority Police Officer. He has a daughter who is currently in high school. Larry is also very involved with the Special Olympics.
3. Debbie communicated the new process to purchase orders within the borough. She provided members with forms.
4. **Park Maintenance Updates-**
5. **Franklin Lake-** Debbie has no update. Salina advised that she will be following up with Alex regarding the town flag design for the lamp posts.

Conway Park- Lorraine mentioned that the Christmas decorations still need to be discarded.

Ronan Shirvanian Park- Councilman Migliaccio advised the electric & fountain will have to wait as there is no surplus to fund the project this year.

Thorne Park- Fences are broken and need repair. Ron will be replacing the lock to the storage toolbox containing belongings to an unknown owner. No one on the commission has the keys nor does anyone know the owner or what is stored in the box. A notice will be left for the owner to contact the Field Usage Chair, Ron. Debbie and MaryLynn agreed that this park is in great need of bleachers. Debbie will obtain estimates and MaryLynn will present to council.

Valenzano Park- There are 3-4 benches that are nearly destroyed and will need to be replaced. Ron will be drilling and replacing the deadbolt lock on the storage door since no one has the keys. A chain and combo lock will be added to the field light power box. There will be a second combo lock added to the power lever to the lights. Debbie expressed the need for new playground equipment as well as a good cleanup of this park. She researched a few smaller playground sets. Councilman Migliaccio advised this expense can be put into capital; a larger set can be chosen and a proper base needs to be laid.

Woolley Park- No update

Sorrentino Park- Ron and Gregg have been working to fill in a large sinkhole on the field. Other issues were re-visited: There are several sections of the wooden fence missing and the driveway needs major repairs. Additional estimates will be obtained for driveway repairs. Ron advised the fencing is a safety issue and suggested a 6 foot chain-linked fence. Ron also mentioned that the sprinkler grant might not be available to us due to the fact that this land is Green Acres.

- Councilwoman MaryLynn acknowledged and agreed with all the work that needs to be done within the parks. She recommended that we focus on one park at a time in order to get the jobs done fully and the correct way.
 - Ron advised that permit requests for field usage are beginning to come in. He is working with the IT team and borough hall with hopes the get the permit process streamlined; with all forms available online along with a shared calendar for permitted field users to view scheduling.
 - Debbie and Ron expressed that they would like to move forward with the idea of charging a field usage permit fee. These fees will help tremendously with field maintenance costs. Councilman Migliaccio suggested we check with Green Acres first in order to make sure it is permissible to charge a fee on such land. Ron also mentioned how neighboring towns that do not regularly maintain field conditions include a disclosure as to such within their permit. This is something we may want to consider if we are unable to charge a fee to fund the regular maintenance that can be costly.
6. **Easter Egg Hunt-** Debbie has ordered the eggs and created flyers to go home in the schools. She also presented a new idea for this year, a trackless train. All approved. MaryLynn and Salina will be getting mini muffins and/or cupcakes in lieu of the munchkins. MaryLynn also offered to check with the local Nanno's Bakery to see if they would donate to the event. All agreed that there is no need to order a Port-O-John for this event.
 7. **Summer Concert Series** – Debbie gave Lorraine additional information on bands. Lorraine advised that she will be confirming a date with the 'Soul Cruisers' this week. The preferred available date to be confirmed is August 9th. The two other bands she hopes to confirm are 'Lights Out' and 'The Unknowns', one of which will most likely play for the 4th of July Fireworks. Larry has also offered to look into another band if the budget allows.
 8. **Other Business-** There will be a change in camp directors this year for the **Summer Recreation Program**. Debbie will be working with the borough Administrator to create postings for the head and assistant positions along with the appropriate salaries. Salina advised she is still looking into organizing a ski trip for next year. Debbie is getting more information from a company known as Senior Excursions. They offer trips to Atlantic City. Salina advised that we almost have the funds for one resuscitator unit to be placed in Sorrentino Park. It is planned to be able to provide one in each of the parks in the future. Gregg mentioned that the flagpole at Thorne Park was down due to the past storm. Borough hall will be contacted to see if this is covered under insurance and steps will be made to replace the pole.

Meeting came to a close at 8:30pm

Submitted by:
Heidi Bahr, Secretary

Next Meeting: Monday, April 8th at 7:30pm