

# Borough of West Long Branch

## Recreation Commission

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### Meeting Minutes- September 14, 2020

#### Members in Attendance:

Debbie Ronan, Chair  
Larry Mays  
Lorraine Strohmer  
Susan Trocchia

#### Also in Attendance:

Councilman Migliaccio  
Councilman Neyhart  
Councilman Sniffen  
Carrie Sniffen  
Beautification Committee Chair- Sharon  
Kelly

Meeting Called to Order at 7:31pm.

1. Debbie began the meeting with our mission statement: "To provide our community with various activities and events for residents of all ages."
2. All welcomed back Carrie Sniffen as a returning member of the Recreation Commission. Carrie will be officially sworn in on Wednesday, September 16<sup>th</sup> at the Council Meeting.
3. Debbie reviewed the events that have been officially cancelled due to the Coronavirus Pandemic. The cancelled events and their scheduled dates are as follows:

**Movie Night-** 9/25

**Fishing Derby-** 10/6

**Fall Festival-** 10/11

**Lantern Walk-** 11/7

These events leave an excess of unused budget funds totaling \$9,450. Debbie also noted that the **Christmas Tree Lighting** is scheduled for Saturday, December 5<sup>th</sup> and although it has not yet been officially cancelled, it most likely will be or will have to be scaled back with less interactive activities. This event would leave an additional \$8,000 in funds.

4. **Seasonal Flags:** Debbie communicated what a big hit the American Flags along Locust Ave. were. The commission would like to plan and keep the flags up potentially from May to September. Councilman Sniffen noted there should not be an issue with the brackets and flags remaining as long as they were secured with a zip-tie. Excess monies from canceled events were used to purchase seasonal "Autumn" flags to be displayed during the Fall season. Winter holiday season flags will be decided on shortly and will be displayed in the appropriate months. Seasonal Flags and brackets will also be purchased and installed on the lampposts located around Franklin Lake. Debbie presented the design ideas and commission members approved of the designs.
5. **Recreation Commission Logo:** Debbie advised that a new logo to represent the commission has been approved by council. Shirts and jackets will be ordered for members and for any council member that would like one. Carrie offered to organize the order requests and will work with Skip's in Long Branch to have the shirts created. Councilman Migliaccio suggested the design to be embroidered for better quality.
6. **Recreation Trailer and storage:** Councilman Sniffen reported the trailer has been ordered, is in production and will be ready by the end of September. The trailer will be used to transport supplies and decorations and will also include a concession window. Matt will be building a counter space within the unit. He advised the trailer is equipped with an LED light package. The unit will need electrical hook-up and does not come with a generator. Councilman Sniffen also provided an update to the storage shed located at Valenzano Park. He advised the old concession kitchen has been removed and an area with shelving for

storage is being added. The concrete flooring and a new apron will need to be done in the storage bays. There are other bays that will need portions of the roofing repaired as well.

7. **Fall Decorations:** Debbie introduced Sharon Kelly, the Beautification Committee chair. The recreation commission will be working with Kelly and the Beautification Committee to go above and beyond with the fall seasonal decorations. The commission has used excess funds to purchase the mums for the Beautification Committee and other decorations to be installed. Decorating will take place on Saturday, September 19<sup>th</sup> in the morning. All park signs, boro hall, police station, community center and the town sign located on Rt. 36 will be decorated. Debbie will create a schedule and a list of the volunteers at each location. Lorraine advised that with the ribbon store closing, she was not able to get the ribbon and make the bows, however residents Frank Noble and Cindy VanBrunt have made the 115 bows to be used and the ribbon was donated by Flowers by VanBrunt. Debbie expressed appreciation for their generosity, on behalf of the commission. Debbie advised that volunteers should bring supplies needed for planting and securing the cornstalks and scarecrows. Councilman Neyhart offered to speak with the chief to find out if police presence would be necessary during the changing of the flags on the telephone poles down Locust Ave.
8. **Gazebo repairs:** Councilman Sniffen advised that he has applied for a grant with the Monmouth County Conservation Association. There are many projects of which this grant would fund. This grant would be a 50/50 grant with council approval needed for half the cost of the total monies needed. The gazebo rebuild at Franklin Lake is included in the grant request along with electricity repair and a water fountain and spigot. Also included are requests for electricity and aerators at Ronan Shirvastian Park and walking path and irrigation repair and installation at Sorrentino Park, among other things. Lorraine reminded that the Lions Club has donated \$500 towards the gazebo repairs. Councilman Migliaccio also mentioned that he has people still willing to donate when the time comes.
9. **Other business:** Debbie advised that the tree used for the tree lighting at Franklin Lake is not doing well. The tree was looked at by a professional and is showing signs of stress and cankers; there is a possibility that we could lose the tree in another few years if it does not revive itself. Councilman Sniffen advised not to fertilize the tree while it is under stress. Debbie would like to plan now in saving funds towards a replacement tree in the event that is needed. Councilman Sniffen relayed that a tree of that size would cost upwards of \$10,000 and require an insurance policy for such a large planting that will not be guaranteed by the supplier. Debbie also mentioned that more lights will need to be ordered for the holiday trees at both Woolley Park and Franklin Lake. She has contacted the lighting company to schedule the installation. Lorraine had inquired if the town-wide garage sale would still be able to take place as many people have been asking. The event is traditionally held the Saturday of Columbus Day weekend. Councilman Neyhart stated that the event will be able to take place and to coordinate with boro hall for Saturday, October 10<sup>th</sup>.
10. **New Ideas:** Debbie suggested a life-size Nativity be purchased and displayed this year. All members approved and decided Woolley Park would be an appropriate location, along with the Menorah. Councilman Neyhart advised that a dedication sign would be installed at the playground behind the police station. The dedication will be given to Richard F. Cooper as he had helped in the creation of that park. The proofs will be ready soon and the sign will be installed once approved. Councilman Neyhart also inquired if there are any available member spots as Gina Neyhart wishes to join the commission. Debbie relayed how happy the commission would be to have her.

Meeting came to a close at 8:18pm

Submitted by:  
Heidi Bahr, Secretary