

Borough of West Long Branch
Recreation Commission

Meeting Minutes –October 11, 2021

Members in Attendance:

Debbie Ronan, Chair
Lorraine Strohmer
Carrie Sniffen
Sue Trocchia
Alyssa Trocchia
Larry Mays
Freddie Migliacio
Mary Lynn Mango
Gina Neyhart

Also in Attendance:

Councilman Sniffen
Councilman Neyhart

Meeting started at 7:30pm

Mission: Our mission as the Rec. Commission is to provide our community with various activities and events for residents of all ages.

Events:

Yoga in the Park –The Community Center will be available to switch indoors after Oct 22nd

SummerConcerts:

Chair – Lorraine Strohmer – Report from Lorraine Bell Bottom Blues, were wonderful, music was great, was packed with people

September 17th – Final update- the timing of this concert was great. In the future they will spread out the concerts to July, Aug and Sept and go with a bigger named band.

Movie Night – Chair – Debbie Ronan, Budget – 1,200.00 actual - \$1,170.93 (29.07 under budget) Friday, September 24 – Luca (Disney rate PG) – Great turn out, 100+. Was under budget, will rethink the amount of snacks to purchase next time there is a lot left over.

Fall Festival – Sunday, October 17th

Pick up supplies from Gasko's on Thursday morning October 7th, next year go pick up a week earlier and leave stuff at Valanzano (decorate Oct. 9th) Got a lot of compliments on how great the town looks

Go over what can be done differently. Next year we need to tie up corn stalks using zip ties, 4ft zip ties, string and twine for lamp posts. Put up Fall Flags September 25 (Matt & Chris)

Alyssa Trocchia nad Gina Neyhart – Vendor Chairs 22 vendors for festival

Volunteers: Cub Scouts, FAS NJHS-

Fall Festival Budget \$7000.00 Acct#: 0-01-28-370-000-296

TimeLine and Cost:

Mid August – Reserve Inflatables (Party Perfect Rentals) – DR(Done) \$2,000.00

Corn Maze/Pumpkin Bounce House/Hatchet Throwing

Need generators

Contact Lori for Cert. of Insurance

WLB Community Alliance donates (PBA) (knott@westlongbranch.org)

Book Band – LS \$1250.00 DJ will play filler music

Contact Frank Nobel about bows (164) - Done

Send out Vendor Flyer - ST

Confirm Enzo's Food Truck and Ice Cream Truck - Done

Reserve Tractors

Fill out ALL PO request forms:- DR

Party Perfect Rentals - done

Port-a-john – Gloria-done

Band- done

Gasko's-done

Bubbles & Sudz -done

Apple Juice Purchase – WLB PTA buying apple cider - done

September – Meet with Police Chief, Emergency Management/DPW – DR done

Re-design Flyer/Banner (out of advertising budget) – ER- done

Submit outdoor request form to use Shore Regional Parking Lot – DR -done

Contact Lori for Cert. of Insurance – DR - done

Contact SAW – Jeff LaBush – DR - done

Contact company to reserve port-a-john (not out of our budget)-Gloria-done Phone #

800-628-8955, customer ID 008180, WLB acct to be charged, 0-01-26-310-000-198 - DR

Order all supplies from Gasko's Family Farm: - DR – See spreadsheet \$2,414.00

Order Donuts Donations from Delicious Orchards – Oct. 12th

Tell Rob Knott how much the order is so he can write a check.

Larry Mays - Picks Up from Delicious Orchards

Contact Bubbles & Sudz – DR -DONE \$975.00

Touch-A-Truck Contacts All need certificate of insurance: Done

Shady Tree – Sent email 8/9/21- Done

Eosso Paving – two trucks Sent email 8/9/21 – Confirmed will be there

Monmouth Building Supply?

EMT/Fire- Sent email 8/9/21 - Done

October - First week – put up banner/CC sign

Week before (Oct.9) – decorate lake/gazebo

DPW Set up Stage

Second week – send out flyers

Day Before – Buy Apple Juice from Aldi – WLB PTA buying juice boxes 30 gals x 2.49 \$74.70 Need to pick up small pumpkins – DPW - Done

Morning of – Pick up Donuts from Delicious Orchards – Larry Mays

DPW 15 tables/chairs/garbage cans

Set up pumpkin patch

CROP Walk – Lutheran Church will be holding their crop walk around the lake the morning of the Fall Festival. I encouraged them to have a table for food donations.

*** NO PARKING ON THROCKMORTON*** *** TOUCH A TRUCK STARTS AT LOCKWOODS HOUSE AND GOES TOWARDS LOCUST PARKED ON HOUSE SIDE OF THE STREET***

Discuss all logistics and placement of vendors and events. Go over the volunteer schedule.

Set up

Checking in Vendors

Donut table

Hay ride 1

Hay ride 2

Bounce house 1

Bounce house 2

Bounce house 3

Decorating table

Pumpkin Patch

Break down

Lantern Walk – Friday, November 19th

Chair - Debbie Ronan

Coat Drive

PO for battery tea lights

Contact St. Jerome & BME to participate, FAS & BME art teacher is on board and will be having the students making the lanterns in school

Put out flyer for anyone in town to participate

I would like to reach out to the school's music department to see if they would be interested in performing around the lake.

Fire pits? If yes, need a permit

Hot Chocolate/Coffee?

Cookies?

Donation table for coats/hats/gloves

Christmas Tree Lighting - Saturday, Dec. 4.

Decorating tree 11/8/21, Put up Nativity scene 12/3/21, Decorate town on 12/4(telephone poles, candy canes and flags) Gazebo

Already contacted Christmas Creations to get on the schedule to light the two trees.

Reserved ice rink and gingerbread bounce house

Dan Brouwer confirmed to be Santa

Band booked

Fire truck & Horse - Matt (Artie Green has a restored old time firetruck we can possibly use if not we will get Fire Truck from town

Putting a Horse in the budget for next year.

New Business

Memorial Day parade May 30.2022

Open Space Grant update-Councilman Sniffin

Adjourned 8:40pm