

Middlesex Recreation Commission
1200 Mountain Avenue, Middlesex, NJ 08846
Commission Meeting Minutes for August 11, 2014

Chair Sherley Penrose opened the meeting at 7:30 p.m.

Commission members present

Cassius Kennick
Sherley Penrose
Rich Rutkowski
Rich Tarbous

Members Absent:

Glenn Dickey
Bob May
Libbye Nevitt
Steve Greco, Council Liaison

Also present:

Dina Fornataro-Healey, Recreation Director
Mike Girvan, Assist. Recreation Director

Cassius Kennick made a motion to accept July 2014 minutes with a second by Rich Rutkowski and approved by all members present.

Public Session:

1. Rich Hendrzak, 38 Mohawk Avenue addressed concerns regarding the tennis courts. He asked if the fence could be maintained and settling seal will be placed on the courts before the winter. He was assured that DPW would be contacted regarding those issues because that is their responsibility. He requested the road between the soccer field and tennis court be closed due to safety reasons. He was asked to contact the Police Department because they are the only ones who could close roads. He also requested a sign be posted instructing tennis court users of a time limit on the courts. This request will be discussed further.

Directors Report

- Fall Family Festival will be held on October 11th from 3pm-6pm.
- ArtTechSolutions' theatre camp which was to be at Rec-center the week of August 11th has been cancelled due to only two children registered.
- Pony Share held pony camp in Mt. View Park the week of July 14th. There were five children in attendance.
- Summer Playground ran from June 23rd – August 1st. It received approval from the BOE to use MHS, Hazelwood and Watchung School this year. Forms were sent home through the schools. Welcome letters have been sent to each staff person. Hazelwood has 40 children registered. MHS has 32 children registered and Watchung has 31 children registered. The Bowcraft trip was July 16th and

the buses are contracted through First Student Bus Service. The program ended without incident

- Happy Camper Club, summer program, was held the weeks of June 30th, July 7th, July 14th and July 21st. It was very successful.
- The part time, Pre School instructor position will be posted to the Borough Website the week of August 5th.
- Registration forms are out for the playgroup program and the Fun Time program forms will be out soon.
- Soccer forms have been e-blasted by the schools and forms will be sent to homes as well. Deadline to register was August 1st.
 - Kindergarten has 26 children registered with 3 volunteers and 2 on waitlist.
 - 1st-2nd grade has 60 children registered with 10 volunteers and 10 on waitlist.
 - 3rd-5th grade has 70 children registered with 7 volunteers and 10 on waitlist.
 - 6th-8th grade has 29 children registered with 7 volunteers and 5 on waitlist.

 - Postcards were mailed on August 5th to all registrants in Kindergarten through 5th grades in order to obtain more volunteers.

 - Letters were mailed on August 6th to volunteers who need to be fingerprinted and/or take the Rutgers SAFETY class. The SAFETY Clinic will be held on September 3rd from 6:30pm-9:30pm. The coaches meeting will be held on September 7th at 11:30am
- Buddy Ball registration is out and there are 5 children registered for baseball and 1 for cheerleading. Commission approved to open this program to Dunellen residents.

Councilmatic report - No representative

Trust Account and Account details report

Motion to accept made by Cassius Kennick and seconded by Rich Rutkowski. Roll call was taken with all Commissioners approving.

Commission Committee reports - No reports

Board of Education Report - No representative

Correspondence –

1. An email was received from Monica Barclay. She has daughters in the 5th and 6th grades. She asked if her 6th grade daughter with special needs can play sports down with her 5th grade sister. Director had no problem with this request and Commission agreed.

Volunteer nomination – None

New Business

The Recreation Soccer Coaches List was presented to the Commission. Cassius Kennick made a motion to accept the 2014 Recreation Soccer Coaches List, seconded by Rich Rutkowski and a roll call was taken with all Commissioners in agreement.

Old Business

1. DPW is working on a proposal regarding additional park fees when overtime is required. Council member Greco working on this item and proposed to Council member Schuller, Bob Teusch and Mike Girvan. Reviewing the regulations and fees for the use of Mt. View Park, permits are always required for use of the picnic areas for groups of 10 or more people and must be made at least 15 business days in advance. Fee schedule for usage of picnic areas vary due to the amount of the group, park maintenance, residents and non residents. At May's meeting, Rich Rutkowski made a motion to accept the permit requirements and fee schedule, seconded by John Nicholson and a roll call was taken with all Commissioners in agreement. In addition, at May's meeting, a fee schedule was reviewed and will apply for the use of Mt. View Park for all non-sponsored Recreation Department or governing body non-sanctioned recreational activities. Cassius Kennick made a motion to accept the fee schedule for non-sponsored Recreation Department or non-sanctioned governing body recreational activities, seconded by Glenn Dickey and a roll call was taken with all Commissioners in agreement. Regulations and fees for the use of the park were sent to Green Acres and approved. These changes were sent to the Borough Council and the Commission is awaiting a response.
2. Borough Attorney verbally recommended requiring fingerprinting every three years and all new volunteers to be fingerprinted and a background check conducted prior to being assignment as a volunteer. Waiting for this recommendation to be received in writing before adjusting our policy. Still waiting for Attorney's recommendation about extending the privilege of accepting or extending finger printing from or to other entities. Questioned was that when a report is requested, does an OPRA request form have to be completed to receive a copy of their approval/denial letter. Commission discussed not receiving fingerprint results from anywhere else but will allow results within 6 months of issuance by NJ State Police and if the individual is still employed by organization. Bob May made a motion to accept fingerprinting/background results of volunteers done by other entities within 6 months of issuance by NJ State Police and that the applicant is still employed by same entity which originally requested the fingerprinting/background check. This was seconded by Cassius Kennick and a roll call was taken with all Commissioners in agreement.
The Commission discussed allowing fingerprint results taken for other entities within six months of issuance by NJ State Police only if the individual is still employed by the same organization/company. Bob May made a motion to accept fingerprinting/background results of volunteers done by other entities within six

months of issuance by NJ State Police and that the applicant is still employed by the same entity which originally requested the fingerprinting/background check. This motion was seconded by Cassius Kennick and a roll call was taken with all Commissioners in agreement.

3. Stranger Danger program will set up new dates as soon as the instructor has time.

Seeing no other old or new business, Commissioner Penrose read a statement advising residents that the approved minutes will be available on the Boro Website within three working days of the meeting and the agenda for the next meeting will be posted on the Recreation Bulletin Board no later than 48 hours prior to the monthly meeting.

At 8:20 p.m., Commissioner Rich Rutkowski made a motion to adjourn seconded by Commissioner Cassius Kennick.

Next Recreation Commission meeting will be September 8, 2014, 7:30 pm at the Recreation Center.

Minutes submitted by
Linda Chicarelli, Rec-Commission Secretary