

MILLSTONE TOWNSHIP PARKS & RECREATION COMMISSION
215 Millstone Road Millstone Twp. NJ 08535
August 3, 2015 7:30 pm
minutes

B/Hanson calls the meeting to order at 7:34 p.m.

STATEMENT OF NOTICE AS REQUIRED BY P.L. 1975, C231 IS READ.

I HEREBY ANNOUNCE THAT PURSUANT TO THE OPEN PUBLIC MEETING ACT, ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED IN THE ANNUAL NOTICE OF MEETINGS WHICH WAS MAILED TO THE ASBURY PARK PRESS AND THE MESSENGER PRESS, POSTED ON THE PUBLIC ANNOUNCEMENTS BULLETIN BOARD IN TOWN HALL AND FILED IN THE OFFICE OF THE TOWNSHIP CLERK ON DECEMBER 20, 2014.

ROLL CALL:

MEMBER	PRESENT	ABSENT
Chris Morris		X
Bill Hanson	X	
Andrew Ferrara		
Dominick Ricci		
Ken Simels	X	
Terrence Murphy	X	
Peter Kowal		X
Sharon Peake	X	
Joe Adornetti	X	

Vice Chairman open the meeting to the public at 7:40 p.m.

Walter and Diane Tanner, 17 Rock Brook Road, representing Millstone Lacrosse addressed the Commission members regarding the purchasing procedures for their program. It was explained the purchasing of equipment and Lacrosse items require quotes, which will be obtained by the Recreation office, a creation of a Purchase Requisition, finally a Purchase Order before any items can be ordered or purchased. Guidelines will be provided to all programs as a bullet point document and will be distributed to the program board members.

A/Ferrara assured the Tanners the Recreation Commission and Recreation office will handle all coach and player issues. Volunteers are highly valued and volunteers should focus on their team, the Commission will handle all other issues that may pose problems for their program.

Vice Chairman closes the meeting to the public at 7:55 p.m.

AGENDA ITEMS

A discussion was held regarding guidelines between program liaison and program board members. Program liaisons should be informed concerning fields, gyms, player and coaching issues and purchases. Quotes are needed by category not by program, as a rule of thumb multiple quotes are needed for purchasing of any program items. The funds are encumbered through a Purchase Order, no program should make a purchase unless the individual program intends to pay for the invoice independent of the Township. The Township is not responsible for any invoices that does not have a Purchase Order in placed prior to the transaction regardless of the cost.

Summer Recreation Camp

Gary Conk, Camp director gave a brief recap of the camp season to the Commission. He stated a total of two hundred and eight four (284) campers registered for camp; and on average two hundred and twenty (220) attended camp each day. Camp noted the usual number of bumps and bruises, in addition a few more serious injuries occurred. Garden State Transport provided transportation; no issues were reported. GST also provides transportation for the BOE schools so many of the campers are familiar with the drivers. Extended Care moved to online payments and was well received by parents. Three counselors worked Extended Care a change from previous years. One of the counselors remained at the front desk to greet parents after hours. A few maintenance issues such as air conditioning not working in the E Wing,

desks piled in the hallway and the scheduling of outside cleaning vendors coincided with camp and will be addressed before the camp season next year. There were a few behavioral problems, a camper grade 2 was removed from camp after physically assaulting counselors. All disciplinary issues were handled by Gary Conk on a timely basis.

Gary Conk informed the Commission, after thirty-two years with the program, has officially resigned his position as Camp Director. The Commission thank Gary for his many years of service to the camp program and wished him well on his new endeavors.

A search for a new Camp Director will begin shortly under the direction of Maria Dellasala, Township Administrator.

Millstone Day

K/Slisky reported vendors continue to register for the event. B/Hanson and D/Ricci will place the lawn signs throughout the Township at the end of August. Despite efforts; just one group has committed to provide the majority of food for Millstone Day. The Recreation expects to have the vendor set up times the week before the event and will inform all involved.

Soccer

Due to shrinking enrollment numbers the Recreation program will be involved with interleague play with Allentown, Hopewell and Robbinsville. Players grades 3 to 8 will be participating in two separate interleague leagues. This change will allow players to play at a Recreation level. The interleague play will be playing a tournament schedule the first weekend in November. The program schedule will be adjusted so Millstone will be able to participate in a final tournament.

Field Hockey

Due to lack of volunteers the Field Hockey program will not be able to accept players in grades 7 and 8. The Commission voiced concern that this will displace players who have interest in participating this Fall. In an effort to recruit volunteer coaches the Commission will reach out to the community. The Commission has also requested K/Slisky reach out to Allentown High School Coach Thompson to see if any high school players would be interested in coaching. The Commission stressed not having players at the upper level directly affects the feeder program to the high school. Practice has been reduced to Saturday mornings for two hours each of the six weeks. A player request from outside of Millstone has been approved and will be allowed to participate since it will enhance the Field Hockey program.

Tennis

S/Peake stated the enrollment has dropped due to the absence of long time instructor Ho Scott. Ho Scott was a driving force behind the program and is greatly missed. The Fall program will be starting in September and it is hope with Ho Scotts' return the program enrollment will increase.

Pop Warner

Enrollment is at 100 participants; this has prompted continue discussions with Allentown to merge the programs. S/Peake reported newly formed tire ruts at Millstone Park practice field to the Recreation office. The Department of Public works was informed and repairs were requested. Practice was temporarily moved to Wagner Farm Park until the repairs could be completed.

Warriors

Tryouts will be held the first Saturday in September. Coaches are being recruited and background screening will be completed before the first practices. U11 Boys in is need of coaches and an active search is underway.

Background Screening

NCSI (National Center for Security Inactivates) link is open and accepting volunteer registrations for renewal screenings. A second account will be set up with NCSI for non-recreation volunteers such as MUTS and Little League. A link will be sent to eligible volunteers and they will be invited to use NCSI for their screening.

Motion to approve minutes , Moved S/Peake, Seconded D/Ricci, denied.

ROLL CALL:

MEMBER	Aye	Nay	Absent
Chris Morris		x	x
Bill Hanson	x		
Andrew Ferrara	X		
Dominick Ricci	X		
Ken Simels		X	
Terrence Murphy		x	
Peter Kowal			X
Sharon Peake	X		
Joe Adornetti		x	

- **Adjourn**

Motion to adjourn, Moved T/Murphy, Seconded S/Peake , Carried.

Meeting adjourned at 9:34 p.m.