

**DOVER RECREATION COMMISSION  
RE-ORGANIZATION MEETING  
THURSDAY – JANUARY 15, 2009 – 7PM**

**\*\* MINUTES\*\***

**CALL TO ORDER:**

**2008 Chairman Thomas J. Iwicki called the meeting to order as follows:**

“In compliance with the Open Public Meeting Laws, I do hereby announce that adequate notice of this meeting has been provided by publication of the Annual Meeting Schedule in the local newspaper and copy sent to the Town Administrator.”

**WELCOME:** No new commissioners have been appointed as of today.

**Roll Call**

**Present:** Tom Iwicki, Victor Rodriguez, Denise Ridner, Robin Foster  
Luis Acevedo, DPW Superintendent and Alice Gilbert, Secretary.

**Absent:** Peter Gori (Excused due to work)

Also Present: Alderwoman Carolyn Blackman, Alderwoman Cindy Romaine.

Present from Public: Mark Jaeger, Dover Strikers Soccer

**ELECTION OF OFFICERS:**

Recreation Office Secretary Alice Gilbert accepted nominations as follows:

**2009 ELECTION OF OFFICERS**

In accordance with New Jersey State Statutes relating to Municipal Recreation Commissions...

At the annual meeting, the members of the Commission shall elect from its membership a **CHAIRMAN** and a **VICE CHAIRMAN**.

The **CHAIRMAN** shall preside at all meetings; sign all official papers; call special meetings; prepare an annual budget; approve all payroll and vouchers.

The **VICE CHAIRMAN** shall perform the duties of the Chairman in his or her absence.

At this time nominations are accepted from Board Members for the position of **CHAIRMAN** of the Dover Recreation Commission for the current year 2009.

**NOMINATIONS FOR CHAIRMAN:**

\_\_\_\_\_ Denise Ridner \_\_\_\_\_ **MADE BY** \_\_\_\_\_ Tom Iwicki \_\_\_\_\_

**SECONDED BY** \_\_\_\_\_ Robin Foster & Victor Rodriguez in unison \_\_\_\_\_

ANY OTHER NOMINATIONS? None

MOTION TO CLOSE NOMINATIONS: Made by Victor Rodriguez

SECONDED BY: Tom Iwicki

**NOMINATIONS ARE HEREBY CLOSED.**

Denise Ridner HAS BEEN NOMINATED  
CHAIRMAN FOR THE YEAR 2009:

**VOTES:**

Ayes: Tom Iwicki, Victor Rodriguez, Denise Ridner, Robin Foster  
Noes: None  
All in Favor Motion Carried.

CONGRATULATIONS CHAIRMAN Denise Ridner

At this time nominations are accepted from Board Members for the position of  
VICE-CHAIRMAN of the Dover Recreation Commission for the current year 2009:

**NOMINATIONS FOR VICE CHAIRMAN:**

Tom Iwicki BY Denise Ridner SECONDED BY  
Victor Rodriguez

ANY OTHER NOMINATIONS? None

MOTION TO CLOSE NOMINATIONS made by Robin Foster

SECONDED BY: Denise Ridner

**NOMINATIONS ARE HEREBY CLOSED.**

Tom Iwicki HAS BEEN NOMINATED  
FOR VICE - CHAIRMAN:

**VOTES:**

Ayes: Tom Iwicki, Victor Rodriguez, Denise Ridner, Robin Foster  
Noes: None  
All in Favor Motion Carried

CONGRATULATIONS VICE-CHAIRMAN Tom Iwicki

**THE FINAL ELECTION RESULTS ARE** Denise Ridner  
**FOR CHAIRMAN &** Tom Iwicki **FOR VICE**  
**CHAIRMAN.**

At this time the meeting will be turned over to the newly elected Chairman and we will return to the regular order of the meeting beginning with approval of the following Resolution:

**RESOLUTION OF THE TOWN OF DOVER  
BOARD OF RECREATION COMMISSION  
DESIGNATING MEETING DATES  
FOR THE YEAR 2009**

***BE IT RESOLVED*** that the regular public meetings of the Town of Dover Board of Recreation Commissioners shall be held at 7:00pm at Dover Town Hall Court Room, **37 N. Sussex Street**, Dover, on the first **THURSDAY** of each month (except as otherwise noted) namely:

**FEBRUARY 5th**  
**MARCH 12<sup>th</sup> (2<sup>nd</sup> Thurs.)**  
**APRIL 2nd**  
**MAY 14<sup>th</sup> (2<sup>nd</sup> Thurs.)**  
**JUNE 4<sup>th</sup>**  
**JULY 9 (2<sup>nd</sup> Thurs.)**  
**AUGUST 6<sup>th</sup>**  
**SEPTEMBER 17<sup>th</sup> (3<sup>rd</sup> Thurs.)**  
**OCTOBER 1<sup>st</sup>**  
**NOVEMBER 5<sup>th</sup>**  
**DECEMBER 10<sup>th</sup>**  
**JANUARY 14, 2010 (3<sup>rd</sup> Thurs.) REORGANIZATION**

(Note: March meeting is 2<sup>nd</sup> Thursday due to Alice will be away first week. May meeting is the 2<sup>nd</sup> Thursday due to Washington DC Trip scheduled first week. July meeting is the 2<sup>nd</sup> Thursday due to July 4<sup>th</sup> Holiday week and the September Meeting is the third Thursday – due to Labor Day Weekend & Senior Picnic in the first week, and Alice will be away the second Thursday.) December meeting is Dec 10<sup>th</sup>, due to Tree lighting is scheduled w/ schools for Dec 3<sup>rd</sup>).

Alderwoman Cindy Romaine suggested moving the meeting dates to the third Thursday of the month in order to maintain consistency. Luis Acevedo explained that he could not be present on the third Thursdays, due to meetings he has already committed to for the Water Dept. Commissioners discussed moving it to the second Thursday. Luis Acevedo will run the machine and cover for Alice for the September meeting when she will be away on vacation. Vice Chairman Iwicki reviewed the new dates as follows:

**RESOLUTION OF THE TOWN OF DOVER  
BOARD OF RECREATION COMMISSION  
DESIGNATING MEETING DATES  
FOR THE YEAR 2009**

*BE IT RESOLVED* that the regular public meetings of the Town of Dover Board of Recreation Commissioners shall be held at 7:00pm at Dover Town Hall Court Room, **37 N. Sussex Street**, Dover, on the **SECOND THURSDAY** of each month namely:

**February 12<sup>th</sup>  
March 12<sup>th</sup>  
April 9<sup>th</sup>  
May 14<sup>th</sup>  
June 11<sup>th</sup>  
July 9<sup>th</sup>  
September 10<sup>th</sup>  
October 8<sup>th</sup>  
November 12<sup>th</sup>  
December 10<sup>th</sup>  
January 14, 2010 Reorganization Meeting**

**MOTION:** To approve above listed meeting dates made by: Robin Foster

**SECONDED BY:** Denise Ridner  
**ALL IN FAVOR** **MOTION CARRIED**

Chairman Denise Ridner said she would wait to appoint members to committees at the next meeting because there are two positions which need to be filled.

**DESIGNATION OF DATES FOR SPECIAL EVENTS IN 2009**

**EASTER EGG HUNT AT JFK PARK** Saturday, April 4, 2009  
Rain Location to be determined

**FIREWORKS/CONCERT** Friday July 3, 2009 Rain date Friday July 10, 2009

**SENIOR CITIZENS DAY** Thursday, September 3 with rain date of Friday,  
September 4, 2009

**HALLOWEEN EVENTS:**  
**FUN RUN**

To be scheduled with Bruce Leister

**COSTUME CONTEST**      **Thursday, October 29, 2009, Rain Date October 30, 2009**

**REDISCOVER DOVER DAY**      **To be determined**

**TREE LIGHTING CEREMONY:** **Thursday Dec 3, 2009 Rain/snow date Monday 12/7<sup>th</sup>** (due to Teacher's contracts will not work on Friday evening)

**SANTA LETTER CONTEST**      **November 26, 2009 thru December 9, 2009**

**MOTION:** To approve the Special Event Dates made by: Vice Chairman Iwicki

**SECONDED BY:**    **Robin Foster**  
**ALL IN FAVOR**      **MOTION CARRIED.**

Alderwoman Romaine asked that the payment plan of \$65.00 deposit and 6 consecutive payments of \$10.00 each be removed from the fee schedule. She spoke with the Treasurer, Kelly Toohey and tracking payments is not a task the Town wants to be responsible for. Commissioners agreed to remove the payment plan and reviewed the following fee schedule:

**2009 FEE SCHEDULE**  
**\*FOR USE OF RECREATION FACILITIES**  
**WITHIN THE TOWN OF DOVER \***

**CRESCENT FIELD – as per 2007 Resolution for use of New Turf Field at Crescent Field (see Resolution attached)**

**BASEBALL FIELD USE**

Resident League (1 night play per week per season, not to exceed 8 games) **\$125.00**  
Per Dover Team

Non-Resident League (1 night play per week per season, not to exceed 8 games) **\$225.00**  
Per Non-Resident Team

**WATER WORKS PARK or ANY OTHER PARK FACILITY**

**BALLFIELD USE**      Same as Crescent Field above

**PICNIC GROVE**

Town Resident	<b><u>No Charge</u></b>
Town Non-Profit Groups	<b><u>\$125.00</u></b>
Town Industrial / Offices	<b><u>\$175.00</u></b>
Out-of-Town Resident or Non-Profit Group	<b><u>\$200.00</u></b>
Out-Of-Town Industrial / Commercial, etc.	<b><u>\$250.00</u></b>

Add'l chg. for large groups /events /fund raisers / festivals to offset extra field and park maintenance, etc. (increments based on size of event) – See 2007 Resolution for Crescent Field - **May be determined by Town Business Administrator**

Charge for extra dumpsters & port-a-johns      Applicant's expense

**KING FIELDS - BALLFIELD USE**

Same as Crescent Field above

**REGISTRATION FEES**

Sporting Clinics - Indoor Gym Programs	<u>To Be Determined</u>
Specialty Programs	<u>To Be Determined</u>
Summer Playground Program (7 Weeks) Dover	<b>Resident Fee \$125.00 includes shirt</b>
	<b>VG/MH Resident \$150.00 includes shirt</b>
<b>** Early Bird Registration – Dover Resident \$105.00 includes shirt</b>	
	<b>VG/Mine Hill Residents \$125.00 includes shirt</b>
<b>Rutgers Safety Course - Non-Residents</b>	
(Training Clinic - Cost of Materials)	<b><u>\$25.50 (Subject to Change)</u></b>

**BUS TRIPS**

Cost of admission / transportation costs / etc.	<u>To Be Determined</u>
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**AMUSEMENT PARK TICKETS** (Discount)

Consignment tickets acquired through N.J.R.P.A.	<u>Prices set by NJRPA +</u> <u>Add'l Service Chrg. @ \$2 Per</u>
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**Ticket**

<b><u>LIGHTS</u></b> King I	To Be Determined
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Any fee for use of facility not identified above will be voted on & approved by the Recreation Commission.

Any fees associated with use of Dover Board of Education Facilities will be determined by fees set by Board of Education. **Any fee listed above may be subject to change by the Town of Dover Recreation Commission.**

**MOTION:** To approve above listed fee schedule made by: Vice-Chairman Iwicki

**SECONDED BY:** Robin Foster

**ALL IN FAVOR MOTION CARRIED.**

**PUBLIC PORTION**

**MOTION:** To close the Regular Order of the meeting and Open the Public Portion was made by Chairman Denise Ridner.

**SECONDED BY:** Victor Rodriguez

**ALL IN FAVOR MOTION CARRIED.**

Mark Jaeger of Dover Strikers Soccer addressed the Board. He would like to do a fundraiser offered through Morris County MUA which awards \$500.00 for cleanup of a 2 mile area on a County Road. He would like to do 5 in a year. He will need insurance certificate from the Town of Dover for the cleanup. Alice will contact the Town Clerk and find out if a certificate is available. Mark handed out information to the Commissioners to review regarding the requirements for the fundraiser.

**MOTION:** To close the public portion and return to the regular order of the meeting was made by Chairman Denise Ridner.

**SECONDED BY:** Vice Chairman Iwicki

**ALL IN FAVOR MOTION CARRIED.**

The Commissioners reviewed the following:

**Use of Facility Applications:**

- 1) David Vivino of the Metropolitan Soccer Academy, 65 Wilson Ave., Wayne, NJ would like to host a Youth Soccer Clinic called "Lil Kickers" for children ages 3, 4, & 5 years old at Crescent Field (**new turf field**) on Wednesday mornings in May for 6 weeks (May 6<sup>th</sup>, May 13, May 20<sup>th</sup>, May 27<sup>th</sup>, June 3, 2009 and June 10<sup>th</sup>) from 10:00am to 11:00am. He may need to extend it one Wednesday to June 17th, should it rain on one of the dates. The cost is \$80.00 for the whole six weeks, per child - which comes to \$13.33 per week. He proposes to pay a rental fee of \$25.00 per hour or \$150.00 for the six weeks. The Metropolitan Soccer Academy will handle all registrations and coordination of the clinic. He will also provide insurance for the clinic. Last meeting, Commissioners agreed to \$25.00 fee for up to 15 children, over 15 children, fee will go up to \$50.00/hour. Application was tabled for resume, references & proof of fingerprinting/ background check, which has been provided. A subsequent fingerprinting must be done prior to the clinic and finger prints sent to the Dover Police Dept. Also, a certificate of insurance naming the Town of Dover as additionally insured must be provided.
- 2) Rick Roggenkamp of **Dover Area Little League** has applied for use of Crescent Field, Softball Field Mondays – Fridays from 5:00pm to dusk and Saturdays 9:00am to Dusk from March 1, 2009 thru September 30, 2009 for baseball/softball practice & games.
- 3) Rick Roggenkamp of **Dover Area Little League** has applied for use of King Field Complex ( I, II, II & IV ) from March 1, 2009 thru September 30, 2009, Mondays thru Fridays from 5:00pm to dusk and Saturdays from 9am to dusk for baseball/softball practice and games.

**MOTION:** To approve the above applications was made by Chairman Denise Ridner.

**SECONDED BY: Victor Rodriguez**

**ALL IN FAVOR MOTION CARRIED**

The Commissioners reviewed the following applications sent to the

**Board of Education - Applications pending approval.**

- 1) Rick Roggenkamp of Dover Area Little League has applied for use of Academy St. School, from March 16 to April 30<sup>th</sup> from 6:30pm to 9:00pm, Monday thru Friday for indoor baseball/softball practice.
- 2) Rick Roggenkamp of Dover Area Little League has applied for use of East Dover School Gym from March 31, 2009 thru April 30, 2009 from 6:30pm to 9:00pm, Monday thru Friday, for baseball/softball practice and signups.
- 3) Rick Roggenkamp of Dover Area Little League has applied for use of North Dover School on Fridays, February 2, 2009 thru April 30, 2009 and Mondays thru Thursdays from March 16, 2009 thru April 8, 2009 from 6:30pm to 9:00pm for signups, softball/baseball practice.
- 4) Application for Summer Recreation Program to use North Dover gym and classroom for special events and use on rainy and extremely hot days – Applied December 10, 2008.
- 5) Application for use of Hamilton Field Complex on Friday, July 3, 2008 for Fireworks with rain date of July 10, 2008 – applied December 10, 2008. Application for use of

Dover High School Parking Lot for parking for parents & children and to allow bus parking to board bus for Dover Recreation Summer Program trips. – applied December 10, 2008.

- 6) Application for use of Dover High School Gym on Saturday, April 4, 2008 from 9am to 12:00noon for Easter Egg Hunt, **Rain location only**.

Victor Rodriguez asked Alice to contact Cathy McCall and find out exactly when her last game is and see if the gym can be turned over to Little League for the remainder of the month of March.

### **DPW Monthly Maintenance Report**

Luis Acevedo reported his crew was busy during the month of December with cleanup, snow removal, decorating Town Hall and the parks for the holidays. The mulch will be installed at Hooley Park as soon as the weather breaks. Carl Rossi will come to the next meeting. They have toured the parks and made a list of improvements which need to be addressed. He asked the Commissioners if anyone had any questions. There were none.

### **Special Events:**

**Easter Egg Hunt** - will be held at JFK Park on Saturday, April 4, 2008. Rain location to be determined. – Waiting to hear from Board of Education if we can use the DHS gym.

### **Fireworks - July 3, 2009**

Commissioners reviewed the proposals submitted by 3 companies: International, Bay Fireworks, and Schaefer Pyrotechnics. They discussed the display of last year and service provided by Schaefer Pyrotechnics. This year Schaefer Pyrotechnics has offered to give us a ground display of the American Flag at no extra cost. Commissioners agreed they have been cooperative and have not raised the cost of the show.

**MOTION:** To contract with Schaefer Pyrotechnics for July 3, 2009 with Rain Date of July 10, 2009 was made by Victor Rodriguez.

**SECONDED BY:** Vice Chairman, Tom Iwicki

**ALL IN FAVOR      MOTION CARRIED**

**Volunteer Appreciation Dinner** will be held at Attilio's Restaurant (former Giovanni's) on Sunday, January 25, 2009 from 3:00pm to 7:00pm. Alice mailed out invitations, typed all the certificates and ordered the plaques for Volunteers of the Year.

**Rediscover Dover Day** – date to be determined at next meeting. Alice Gilbert spoke with Jodi Markus of the Children's Museum and she suggested holding it on the first Saturday in October, and include the Hope House (Aids Walk) for participation in the day's events. She explained to Alice that the grant for Destination Dover was not awarded to Dover Children's Museum; however Jodi would like to be part of the Rediscover Dover Day event and will share her contacts and ideas with us. She would like to come to a Rec. Meeting to discuss possibilities with the Board and suggested inviting some of the presidents of Dover Organizations (Dover Renaissance, Dover Historical Society, Dover Memorial Association, and the Hope House etc.) to attend to share their ideas and bring them on board with the event.



**Dover Recreation Trips** – Alice Gilbert reviewed the following trips with the Commissioners:

**May 6<sup>th</sup> -8<sup>th</sup>** – Bus trip to Washington DC & Baltimore Inner Harbor, includes coach bus transportation, two nights deluxe hotel accommodations (hotel located within walking distance of the Smithsonian and the Mall), two breakfasts, two dinners, tour of the Aquarium at the Inner Harbor in Baltimore. \$490/per person (double – 2 in a room); \$670.00/per person (single – 1 in a room) and \$470.00 per person (Triple – 3 in a room). \$200.00 deposit required by January 30, 2009.

**Friday, June 5, 2009** - Bus trip to NY Botanical Gardens and South Street Seaport. Bus leaves Prospect Street at 8:30am and arrives NY Botanical gardens at 10:00am. Bus leaves the Botanical Gardens at 1:00pm and arrives at South Street Seaport at 2:00pm. Time to explore the Seaport, shop and eat lunch/dinner. Bus leaves South Street at 6:30pm and arrives in Dover by 8:00pm. Price: \$35.00 per person \$30.00 Senior Citizen (prices include admission to the Botanical Gardens.)

**Saturday, July 11<sup>th</sup>** adult bus trip to Paper Mill Playhouse to see “The Full Monty”. \$95.00 per person includes Orchestra seat ticket for 8:00pm show, dinner at Charlie Brown’s Steakhouse and coach bus transportation. Bus leaves Prospect Street at 5:00pm returns approximately 10:30pm.

**Summer Program Trips** – available to all Dover Residents – coach buses this year – prices are yet to be determined.

**Land of Make Believe, Hope, NJ** - Friday, June 26, 2009 – with Rain Date of Monday, June 29, 2009

**Lewis Morris Park, Mendham NJ** – July 2, 2009 Rain Date July 3, 2009

**Museum of Natural History, NYC** – Thursday, July 9, 2009 (no rain date)

**Turtle Back Zoo, West Orange, NJ** – Thursday, July 16<sup>th</sup>, Rain Date Friday July 17, 2009

**Dover Children’s Museum, Dover, NJ** – Thursday, July 23, 2009 – North Dover Park ages 6-8

**Camel Beach, Tannersville PA** – Thursday, July 31, 2009 rain date Friday, July 31, 2009

**Dorney Park, Allentown Pa** – Thursday Aug 6, 2009 rain date Friday, Aug 7, 2008.

### **Sport Programs**

**Little League Baseball** - Opening Day is scheduled tentatively for April 4, 2009, which is the same day as the Easter Egg Hunt. In order to allow parents to do both, Little League is trying to schedule the Parade & Opening Day ceremony for noon. They are awaiting approval from the Police Department before finalizing the date.

**Soccer** – Signups are being held this evening at the American Legion from 7pm to 9pm. The next registration is scheduled for March 19<sup>th</sup> and March 26<sup>th</sup> from 7pm to 9pm.

Discussion took place about capping registrations this spring. Chairman Ridner appointed a committee of three: Luis Acevedo, Victor Rodriguez and Tom Iwicki to meet before next meeting and come up with plan and realistic numbers for each sport.

**Dover Youth Recreation Basketball** Victor Rodriguez reported that games will begin this weekend.

Chairman Ridner asked Alice to contact Mr. Bullock and set up a meeting for 9:00am on Thursday, January 22<sup>nd</sup> in his office, to discuss field availability for the baseball fields, and revisit the idea of holding camps for sports to get children involved in sports. Denise asked that Luis Acevedo, Victor Rodriguez, Alice and herself all attend this meeting.

Alice Gilbert reviewed the correspondence with Commissioners:

**Correspondence:**

**Received:**

- 1) Letter of thanks to the Recreation Commission and staff, from Rhoda Myles for Santa's visit to her grandchildren on Thursday, December 18, 2008.
- 2) Letter from Wilkerson Ramos regarding Soccer & Basketball games being played on Saturday which is an issue for his family because Saturday is God's holy day, and his family goes to church. Commissioner Foster said he would contact Mr. Ramos and discuss his religion and options for his children, including bowling, baseball, etc.

**Sent:**

- 1) Letter sent to Mike Hulmes of Dover Fire Dept. advising him that his application for use of the Crescent field Complex on June 5 & 6<sup>th</sup> has been approved for the Fire Dept. Parade. Also, permission has been granted for use of the bulletin board at JFK Park following the Memorial Day parade.

**Voucher List**

<b>Vendor</b>	<b>Description of Items</b>	<b>P.O #</b>	<b>Amount</b>
Nancy Hagerich	Senior Program Expenses Nov. & Dec. 2008	09-00089	\$136.27
CDW-G Inc.	Color Printer for Rec. Office	08-02893	\$783.00
Sunset Tours	Deposit & first Payment – trip to Washington DC	09-00087	\$6130.00
Denise Ridner	Reimbursement prize items for Santa Letter Writing Contest	08-02980	\$42.97
Parker Publications	Notice of Meeting change to reschedule December meeting	08-02773	\$21.58
Xerox Corp.	Cartridge for DPW printer	08-02852	\$423.65
Alice Gilbert	Vol. Appreciation Day supplies	09-00132	<u>\$24.37</u>
		<b>TOTAL</b>	<b>\$7561.84</b>

**MOTION:** To approve the voucher list made by: Victor Rodriguez

**SECONDED BY:** Robin Foster

**ALL IN FAVOR MOTION CARRIED.**

**Approval of Minutes of December 2008 meeting** – Commissioner Foster asked for an amendment to the minutes of December 2008 in reference to the gentleman from Lakeland Bus. He was recommended by a friend from church.

**MOTION:** To approve the Minutes of December 2008 with above notation was made by Victor Rodriguez.

**SECONDED BY:** Tom Iwicki

**ALL IN FAVOR MOTION CARRIED.**

**Anything Else:**

Commissioner Foster handed out brochures from Lakeland Bus lines which includes samples of trips, stating this is because they do not do evening meetings, however they will be putting together a cd which he will obtain when it becomes available.

Victor Rodriguez discussed the economic climate and the possibility that trips may be too expensive for some people due to cutbacks in employment and the effects of the economy. Alice explained said members of the Board of Aldermen have asked her to plan a trip for every month. Alice explained the winter months are risky because of weather conditions. Luis Acevedo explained that many of the trips have to be paid for in advance and there is a chance of not selling out the trip which would incur a loss to the Town.

Commissioner Foster said he spoke with Pat Laverty about audio equipment. He has recommended a Yamaha package which includes 3 microphones, speakers and an equalizer. Luis suggested he may want to look at what we have before ordering anything, because our system is not that old. Victor asked Luis to email specs from our equipment to him and he will have his media professional at work take a look at our system.

**Next meeting is scheduled for Feb 12, 2009.**

**MOTION:** To adjourn was made by Victor Rodriguez.

**SECONDED BY:** Tom Iwicki

**ALL IN FAVOR MOTION CARRIED,**

Respectfully submitted,  
Alice Gilbert  
Dover Recreation Office