

PRINCETON RECREATION BOARD

January 23, 2014

A meeting of the Recreation Board of Princeton was held on January 23, 2014 in the Princeton Recreation Department (PRD) lower level Conference Room, 380 Witherspoon Street.

Present: Ms. Butler, Ms. Rogers, Ms. Asagra Stanley, Mr. Zucosky, Ms. Olivares-Weber, Ms. Germaine, Dr. Cahill, Ms. Reid and Mr. DeGregorio

Also present: Mr. Stentz, Mr. Marroli, Mr. Moorhead and Ms. Herlihy

Absent: Dr. Nosker, Dr. Frawley & Mr. Koontz

Activities

Mr. Marroli reported on the following activities:

- The most recent Special Needs dance was held on 1/10/14 at Community Park School. 46 youth attended the event. The next dance will be held on 2/7/14.
- Dillon registration has reached full capacity. The season is four (4) game dates into the season, while six (6) game dates remain, including this Saturday.
- PRD will be offering two basketball clinics to Dillon registrants on 1/28 & 1/29, which will focus on basketball fundamentals & drills. The clinics will be run by PRD Travel Basketball Coordinator, Clarence White, & staff.
- Mr. Marroli attended the Youth Concerns Meeting at Princeton Arts Council on 1/15/14.
- Mr. Marroli, Mr. Moorhead & Ms. Herlihy met and set tentative summer camp dates for all PRD camps and posted the dates on our website.

Mr. Moorhead reported on the following activities:

- The Youth Squash Clinic began on 1/12/14, which is the first of six total dates. 19 of the available 20 spots are filled with registrants.
- Mr. Moorhead provided updates on two items from previous board meeting requests:
 - A request was made to take a look at our youth sport programs and check the percentage of participants that are from Princeton and percentage of participants who are non-residents. Mr. Moorhead is still working on completing this report, but has received data from five groups so far and is waiting on a few more groups.
 - Following up on Resident Will Ratner's comments from the December 2013 Board meeting, Mr. Moorhead spoke with Municipal Counsel Ed Schmierer, who said there is no clear-cut answer as to the possibility of constructing a dog park at Greenway Meadows. Mr. Schmierer explained that when the deed was initially constructed in 2001, it was very specific about the Eastern portion of the park remaining passive in nature, with walking trails only. If the board would like to pursue a dog park in that location, a pitch would need to be made to the original entities that constructed the deed. ***Discussion was held.***

Corner House Student Board Report

Zach DiGregorio & Julia Reid reported on the following:

- Zach & Julia have started working on two new projects:
 - A Skate-a-thon fundraiser at the PDS Ice Hockey Rink to benefit Corner House.
 - Hinds Plaza "restaurant night" where various restaurants in and around Hinds Plaza present signature dishes to the public

Directors Report

Mr. Stentz reported on the following:

- 2014 is the 50th Anniversary of the Recreation Department. There will be a few events and activities to help celebrate this great achievement.
- In October of 2014, the National Parks & Recreation Association will be holding their national conference in Charlotte, NC. Mr. Stentz is planning on having himself, Mr. Moorhead, Mr. Marroli & Ms. Herlihy attend the conference.
- Ice Skating Update: The three areas PRD monitors ice are Lake Carnegie, pond at CP North and the pond at Smoyer Park. PRD maintenance staff checks for a consistent depth of five (5) inches of ice in order to deem those areas safe for skating. This morning, the ice was measured at three (3) inches at Lake Carnegie & CP North. The

office has been receiving many calls as to when ice-skating would be allowed. Mr. Stentz is estimating the ice may be thick enough to skate on by Saturday. PRD has been actively updating the public via social media outlets as well as the PRD hotline. Dr. Cahill thanked the PRD staff for disseminating ice skating information so effectively.

Discussion was held.

- All full-time PRD staff will be getting recertified in CPR/AED training. This training is mandatory, and Mike Uchrin, our Aquatics Director, will conduct the training. Last year, Mr. Uchrin also ran this course as a public offering. ***Discussion was held.***
- On Monday, January 27th, PRD staff will participate in Community Works workshop that will be held at Princeton University.
- This Saturday, January 25th, is the Scheide Concert, which will be benefiting Westminster Choir College. PRD purchased a sponsorship in the concert program. ***Discussion was held.***
- PRD is in the process of trying to change our accounting software. We are currently using a 2005 version of “Quicken”, and the newer, updated versions are not MAC-compatible. Miss Caines & Mr. Stentz met with representatives from the software company that the municipality uses for their accounting program to see what other options are available.
- Mr. Moorhead is in the process of compiling the new mowing bid for 2014, which will be much bigger than in past years, as many borough parks & other municipal properties will be included. This is part of a consolidation process, which brings more park maintenance items under the PRD umbrella.
- Spring/Summer online activity registration begins on March 1st, 2014. PRD is also close to releasing the first department newsletter, which will mainly be distributed electronically.
- Snow Removal Update: Mr. Stentz thanked the PRD maintenance staff for doing an incredible job with snow removal for the most recent snowstorm. The staff was on-site for nearly 30 hours working to remove snow. Mr. Zucosky inquired about a line item for snow removal for the municipality. ***Discussion was held.***

Communications

- The folder of communications was distributed. Mr. Marroli received a letter from a woman who registered her daughter for the Dillon Youth Basketball wait-list. Once a spot opened up in the league, the woman was notified and let PRD staff know she'd take the spot and have her daughter begin participating. Her family traveled overseas, missed a flight back, and would now like a pro-rated fee for the program. Mr. Marroli explained to the woman that our board policy is we do not pro-rate programs, but the woman has insisted on asking the board for a pro-rated amount. ***Discussion was held and the board denied the request for a pro-rated fee.***
- Dr. Cahill asked about details from Aquatics Director Mike Uchrin's email communication in regards to the NJ minimum wage increase and annual lifeguard pay increases. ***Discussion was held.***

Public Comment

NO PUBLIC COMMENT

Approval of Minutes

Mr. Zucosky made a motion to approve the December 2013 Board meeting minutes, seconded by Ms. Asagra Stanley. Dr. Cahill and Ms. Germaine abstained.

Old Business

NO OLD BUSINESS

New Business

A. *Minimum Wage Increase*

Mr. Stentz explained the state minimum wage increase has gone from \$7.25 to \$8.25 per hour and also explained that “State Agencies”, which PRD is considered, are exempt from paying that amount. Mr. Stentz is asking the board if they would like to meet the new minimum wage increase for all PRD part-time employees, regardless of the fact that PRD is exempt from having to raise the dollar figure. Mr. Stentz commented that it was the strong recommendation of the Staff to designate \$8.25 as the new departmental minimum wage. Mr. Stentz explained that PRD is in a good place financially in terms of program income, and can afford to meet the new minimum wage increase across the board, without having to change registration fees. ***Discussion was held.*** Mr. Zucosky made the motion to approve meeting the minimum wage increase for 2014, seconded by Ms. Asagra Stanley and unanimously approved.

B. 2013 Revolving Trust (RT) summary & end-of-year disbursement schedule

Mr. Stentz explains this document outlines the RT Operating Account, which includes all program/membership revenue and all program/membership expenses. The second part outlined in this document is the RT Reserve, which funds small to medium capital projects. At the end of each year, the RT Reserve is reimbursed out of the RT Operating Account. **Discussion was held.**

- Step 1: \$107,000 is the annual amount estimated to pay back the municipality for construction of the new CP Pool. The official payback amount due to the municipality is actually \$74,331.25. Board needs to decide if we want to “pay ahead” to the municipality at \$107,000 or only pay back what is officially due.

Discussion was held.

Dr. Cahill made the motion to approve the end of year disbursements including a \$74,331.25 payment to the municipality to offset pool construction costs, seconded by Ms. Rogers and unanimously approved.

- Step 2: \$16,713 reimbursement to RTR for 2013 capital project expenditures (from RT Operating profits)
- Step 3: \$30,000 for start-up funds for 2014 RT Operations
- Step 4: \$152,743.75 – Remaining funds to be transferred into long-term capital account for future capital projects. **Discussion was held.**

C. 2013 Revolving Trust Reserve (RTR) Request

- **Discussion was held on PTP operations and CP South park possible improvements (permanent bathrooms).**

Ms. Olivares-Weber made the motion to approve the remaining items of the 2014 RT Reserve (RTR) request with the exception of the ‘Contribution to PTP’, which was tabled. This motion was seconded by Ms. Asagra Stanley and unanimously approved.

Approval of Bills

Mr. Zucosky made the motion to approve the bills, seconded by Dr. Cahill and unanimously approved.

Next Meeting Date

February 27, 2014

Adjournment