

**WYCKOFF DEPARTMENT OF PARKS AND RECREATION BOARD
REGULAR MEETING
January 15, 2018**

Doug Arone opened the Recreation Board Meeting at 7:30 p.m. in the Courtroom of Town Hall at 340 Franklin Avenue with the reading of the Open Public Meetings Act. “This Regular meeting of the Wyckoff Department of Parks and Recreation Board is now in session. In accordance with the Open Public Meetings Act, notice of this meeting has been posted on the bulletin board in the Memorial Town Hall and the Recreation Office; a copy has been filed with the Township Clerk, *The Ridgewood News*, *The Record*, and *The North Jersey Herald and News*, all papers with general circulation throughout the Township of Wyckoff.” At least 48 hours prior to this meeting the agenda was similarly posted, filed and mailed to said newspapers.

Members Present: Doug Arone, Sue Buchanan Tom Valente, Chris Beane, Moe Ismael, Rich Sica, Jeff Eischen, Mike Ferrara

Members Absent: Hayley Rooney, Heather Alnor, Ann Smith

Staff Present: Andy Wingfield, Recreation Director

Tim Shanley, Township Committee Liaison to Recreation Board

The minutes of the December 17, 2017 meeting were discussed. A motion to approve the minutes was made by Tom Valente and seconded by Jeff Eischen. The motion was carried.

Recreation Director’s Report:

Nomination & Election of Chairperson:

After the Director welcomed new Township Committee Liaison, Timothy Shanley, to his new position, he asked for nominations for the 2018 Recreation Board Chairperson. Doug Arone has been Chairperson for the past two years. Rich Sica motioned that Mr. Arone continue as Chairperson in 2018 and Moe Ismael seconded the motion. All in attendance were in favor of electing Doug Arone as the 2018 Recreation Board Chairperson.

Re-Establishment of & Election to Code of Conduct Sub-Committee:

The Director reviewed the need for a Code of Conduct Sub-Committee with the Board and explained its purpose. He advised that the Sub-Committee has been in place for four years so that Board members could review and decide on any situations involving coaches or parents who are alleged to have violated the Department’s Code of Conduct. Jeff Eischen made a motion to re-establish the Sub-Committee and Rich Sica seconded the motion. The vote to carry the motion was unanimous. After re-establishing the sub-committee, the Board appointed Chris Beane, Mike Ferrara, and Hayley Rooney to the 3 openings.

Re-Establishment of Reciprocal Facility Use & Facility Rental Policies:

The Board unanimously approved the re-establishment of the Reciprocal Facility Use & Rental Policies for 2018. The reciprocal use policy establishes that there are relationships between the Township and other organizations such as Ramapo High School, Eastern Christian Middle School, Hawthorne Christian, the Torpedoes Soccer Club, the Wyckoff YMCA, and more wherein the facilities of each are used by the other in exchange for similar uses of the other’s facilities during the year for the benefit of our residents. No fees are collected for such use. The Facility Rental Policy dictates the cost for the rental of the Township’s facilities and the procedures by which the Recreation Department may rent our fields and facilities and the need for the Recreation Board to approve all such rentals.

Recommitment to Passive Recreation Programming in 2018:

The Board reviewed the many passive programs established by the Department in 2015 and 2016 and committed to continuing this type of programming going forward. The Board was advised by the Director that their assistance is required for some of the programs such as Movie Nights where setup and teardown help is needed during these events. The Director advised that advertising and programming has already begun for 2018 for our Arts and Crafts and Chess programs and we are looking to set the dates and movies for Movie Nights this year which have been very popular over our first three years.

Recreation Equipment Bid – 2018 Process Complete:

The Director advised the Board that the competitive bid process for 2018 for Recreation Equipment is complete. 9 vendors responded to our bid request for equipment, field paint, and uniform prices. These prices were compared and evaluated for the lowest cost and the low bidders were awarded the contract for each individual item on the bid. In order to obtain the lowest prices due to high quantities, Franklin Lakes and Oakland also participate in this process. Mr. Shanley reported that over 100 of the item prices on the bid this year of over 200 items were lower than last year indicating that the competitive process is one that enables the Township to obtain the best possible price for the items we purchase throughout the year.

Recreation Baseball & Softball and 1st & 2nd Grade Lacrosse Registrations Ongoing:

The Director announced that the Department is currently accepting online registrations for Spring Baseball and Softball, as well as our 1st & 2nd Grade Lacrosse Clinic and that registration will end on January 31st. This is the second year our 1st & 2nd Grade Lacrosse Clinic will be outdoors (previously during the winter indoors) which is a tremendous benefit to the children who participate. The Recreation Department will schedule 1st and 2nd grade lacrosse so that it does not conflict in any way with baseball and softball so that parents can have their children participate in both if they so choose.

Recreation Baseball & Softball Director Recommendation:

Andy Winston, for at least the 13th consecutive year, has volunteered to be the Program Director for Recreation Baseball & Softball and continues to be a valuable volunteer in our program. The Director recommended him as Program Director for 2018 after which Sue Buchanan motioned to approve him and Moe Ismael seconded the motion. The Board voted unanimously to accept this recommendation.

2017 Recreation Lacrosse Program Director Recommendations :

The Director recommended two additional long time volunteers to head the Boys and Girls Lacrosse Programs in 2017. Sal Sassano was recommended as the Boys Lacrosse Program Director and John Onderdonk and Mark Bachardy as the Girls Lacrosse Program Co-Directors. Jeff Eischen motioned to approve these two volunteers and Tom Valente seconded the motion. These gentlemen were unanimously approved by the Board.

Parent Code of Conduct Change – Social Media

The Director shared his Social Media update to the Parent Code of Contact with the Board. In essence, the new Code of Conduct will have a section that asks parents to refrain from commenting negatively on Social Media regarding the program, its volunteer coaches, other children, officials, etc. The Board reiterated that we can not ban parents from doing so as that

would impinge on their First Amendment rights but having this request on our Code of Conduct may prevent some from doing so. The Board approved the new paragraph be added to the current Code of Conduct under the parents section.

Bergen County Open Space Grant – Project Partially Complete

The Director reported to the Board that the Township was approved to receive a Bergen County Open Space Grant of \$12,000 for a two-fold project at Memorial Field. The split rail fence that separated the Playground from the football field was leaning, rotting out in spots, and otherwise deteriorating to the point of needing replacement. The fence has been replaced with the help of the Open Space Grant and Township funding with black chain link fencing along the top of the stone wall. The second phase of the project will improve the lighting at Memorial by giving the Director remote control over the lights at the Big Memorial field that is currently operated by coaches turning them on and off with a push button. Coaches sometimes forget to turn the lights off and sometimes turn them on earlier than necessary which results in electrical bills being higher than necessary. The Director will control the lights remotely now so this will no longer be an issue. Additionally, the current lights at the Basketball Courts and Roller Hockey Rink are connected so that one can't be on without the other. It is typically unnecessary to have them both on at the same time so the controls in this area will be split so that they can both be operated independently of each other. This will save dramatically on electrical costs. The project should be complete by the end of February.

Football - Guardian Cap Update

Per last month's discussion on Guardian Caps and whether or not they are ever used in games, the Director reported back to the Board that he has researched the question and has determined that some towns do use them in games in the state of NJ. There are specific rules requiring them all to be the same color and allowing them to be used to pull players down with them. The Director advised that he would communicate this with our football leadership and decide later whether or not our new Guardian Caps would be used primarily in practice, or in games as well.

New Program Request

A high school resident emailed the Director earlier this month to request a new program be added to our list of activities. He advised that Ultimate Frisbee is growing in popularity and that many high school students enjoy it. He is hoping that the Township can start a league for high school students in the summer. The Director researched the budget needed for a league like this and it is very minimal. Frisbees and possibly some t-shirts are all that would be required and this could be absorbed into our current budget. Tom Valente motioned to have the program added and Rich Sica seconded the motion. The Director will reach back out to the student and work with him to begin the program.

Open Comment Period:

No comment.

Report from Board Members:

Rich Sica questioned why being CPR Certified isn't a requirement for volunteer coaches. The Director informed him that many of our coaches are currently certified but to require everyone to do so would be extremely costly for either the Township or the individuals and that getting enough volunteers per program is already very challenging. Adding another requirement may make it even more difficult. The Director advised that he knows of people who have taken it voluntarily and that perhaps we can set up a class and offer it to our coaches who may be

interested. The Board agreed with this approach so the Director will begin work toward having a CPR class offered for our volunteer coaches in the near future.

New or Old Business:

None

The meeting was adjourned at 8:24pm.

Respectfully submitted,
Andy Wingfield
Director, Wyckoff Recreation & Parks