In attendance: Kevin Lanahan, Melissa Wojcik, Dianne Ackerman, Tim McChesney, Stephanie Fourie, Jennifer McManus (Student Representative), Steve Andrew (Borough Council) & Bruce DiBisceglie (dept chair). Meeting Location: Garabrant Center

1. **Communications**
   1. March 2019 Mendham Borough Recreation Committee (MBRC) meeting minutes were approved.
      1. Minutes and agendas will be posted to the Mendham Borough website as approved.
   2. Communications:
      1. Bruce has been in communication with Jeff Carter (Owner) and Brian Manning (Manager) from The Club at Mendham (formerly the Mendham Health & Racquet Club).
         1. Bruce & Brian negotiated new terms for the Mendham Day Camp to continue participation at The Club under new ownership.
         2. After a few months of consideration, Brian confirmed that the Day Camp will continue with exclusive use of the pool and pool area for five Fridays (June 28 thru July 26). Cost per day still under negotiation and will be announced by May.
      2. Bruce has been in communication with Jeff Cooper and Bricks R Us to acquire memorial bricks for the gazebo walk to honor past Labor Day Grand Marshals.
         1. Bruce is in the process of ordering thirty-three 4”x8” bricks through Kim Fields (Bricks R Us) at the cost of $19/brick (Bruce brought a sample of the brick to the meeting).
         2. One 8”x8” title brick will also be ordered for $29.50 saying Mendham Borough Labor Day Grand Marshals.
         3. Total initial cost to recapture GMs for 1987-2019 will be $656.50 (shipping included).
         4. Going forward Bruce will order one brick per year (at $19) for each new Grand Marshal.
         5. Bricks will be shipped directly to DPW for installation and will be in place for the 2019 Labor Day Parade.
      3. Bruce & Jeff Cooper have spoken about ordering a new replacement swing-set for Borough Park and replenishing the sand on the south side of the park. Bruce asked DPW to provide approximate date of completion.
      4. Bruce replied to Fran Plodkowski (MBA) about the MBRC’s decision to include business entries for the Holiday Lighting Contest as a category separate from residential entries. The MBA will donate $100 of Mendham Money for the residential prize and $100 for the business category prize.
      5. Bruce requested and received a prototype poster for the Food Truck Festival from Allison Kohler with JMK Events.
         1. Alison will print up three dozen posters for the MBRC to distribute.
   3. Meetings:
      1. On March 19th, Bruce & Rob Orgera (DPW) met with Mendham HS students (Dylan Byrne, Matt Kornick & Matt Cantale) about their proposal to build a Gaga Pit at Borough Park for their HS Service Learning Project.
         1. Unfortunately, the students did not have a budget, financing, location, manpower, materials or surface plans for the Gaga Pit.
         2. They had proposed raising money going door-to-door and buying pressure-treated wood from Home Depot. Rob informed the students that pressure-treated wood cannot be used in the park.
         3. Bruce showed the boys where the Recreation Committee wants the gaga pit (on the north side of the basketball courts where the volley ball court is located).
         4. Dylan said they hoped to finish by August but they are already behind schedule and had to get an extension from their teacher. Bruce & Rob let them know that construction cannot interfere with the Day Camp operations.
         5. Dylan asked Bruce to sign-off on the school documents, but Bruce declined until plans, budgeting, materials and workflow were submitted. On April 8th, Matt Cantale submitted the following plan to Bruce who reviewed it with Jeff Cooper.
            1. *Service Learning Project Proposal*

*Name(s): Matt Cantale, Matt Kornick, and Dylan Byrne*

*Date: 2/27/2019*

* + - * 1. *Brief Summary of Project: The plan that we have for our SLP is that we are to build a Gaga Pit in the Mendham Borough Park for public use.*
        2. *Stakeholders: The town of Mendham Borough*
        3. *Who is your outside contact for this project? Our outside contact is Bruce DiBisceglie who is the Director of Recreation.*
        4. *Goals: To create a fun area for kids throughout the town to interact with each other and grow as a community.*

*Benefits to the Community: Allows all kids and/or adults to play a fun game together. Creates another space for the people of the town to interact with others and provides another social environment.*

* + - * 1. *How will this project meet the Five Learning Outcomes?*

*We will develop communication skills by coordinating the building of the gaga pit with the park administrators and store owners for any supplies or fundraiser we will hold.*

*We will be researching how to build a gaga pit and eventually be executing the plan in the summer for public use.*

*We will have to collaborate with park administrators and various store owners along with each other. Challenges we could face are scheduling and finding a location to hold a fundraiser.*

*The gaga pit will promote physical activity because it is a fun game that kids will enjoy and allow them to be active.*

*We will make sure to not harm the environment while building the Gaga pit. Also, we will create a list of rules with the town to protect the people who decide to play the game.*

* + - * 1. *Estimate of Budget Costs:*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Item of Service* | *Retail Store* | *Cost* | *Quantity* | *Total Cost* |
| *Rubber Mulch* | *Home Depot* | *$6.49* | *About 20 bags* | *$129.80* |
| *Gardening Paper* | *Home Depot* | *$12.98* | *One Roll* | *$12.98* |
| *Plastic Gaga Pit* | *Discount Playground Supply* | *$1,699.95* | *One* | *$1,699.95* |

*Total Cost: Approximately $1,842.73*

* + - * 1. *Fundraising Plan (if applicable):*

*Possibly organizing a bake sale*

*Asking organizations for donations (monetary and for products)*

*Creating a GoFundMe Page to assist in collecting donations*

*The PBA*

* + - * 1. *Potential Obstacles:*

*Not raising enough money to purchase materials*

*Possibly having to lower the quality if we do not raise enough money*

*Project Plan Outline and Timeline of Activities:*

|  |  |  |
| --- | --- | --- |
| *What will be done* | *When it will be done* | *Who will do it* |
| *Meeting with Bruce* | *Friday 3/1* | *Everyone* |
| *Planning Stage* | *March-April* | *Everyone* |
| *Start Fundraising* | *April-May* | *Everyone* |
| *Buying Materials* | *May-June* | *Everyone* |
| *Building* | *June-July* | *Everyone* |

* + - 1. On April 9th, both Bruce and Jeff were satisfied with the proposal and told Matt that Bruce will sign initial project requirements for the students’ class.
    1. Bruce & Steve attended the Meeting of the Mayor and Borough Council on March 25th
       1. Resolution 65-2019 to approve the 2019 Municipal Budget.
       2. Resolution 70-2019 was approved to enter into an agreement with Mendham Township, the Chesters and Washington Twp for shared use of DPW equipment and personnel.
       3. Steve reported and Bruce concurred that
          1. Steve reported on the progress with the gazebo Walk of Fame
          2. Steve reported that parade theme of “Growing the Spirit of Mendham” was decided upon by the MBRC
          3. Joe Farry reported that the annual Fishing Derby will be held May 5th from 10am to 1pm.

MBRC will provide $2000 for the purchase of fish to stock the pond.

* + - 1. Michelle Masser is acting Borough Clerk.
    1. Steve attended the Meeting of the Mayor and Borough Council on April 10th h
       1. No Recreation items of note were discussed .

1. **2019 Food Truck & Music Festival:** 
   1. Melissa felt that three dozen posters from JMK will be fine, and will distribute to local places of business.
   2. Melissa will recruit businesses to acquire 10’x10’ areas from JMK at the Festival for the price of $100 each
   3. Promotions will include Facebook, “About Mendham”, “Next Door” & Instagram.
   4. Jennifer offered to set up a #photocontest, geotag and snapchat promo.
   5. Bruce will work with Hawk and Vital to see if we can get advertising postcards to residents by the 2nd week of May.
2. **Day Camp Updates:** 
   1. Bruce concluded Day Camp interviews on April 11. 46 people were interviewed by Bruce. Nine applicants either withdrew their application or did not show up for their interview. These nine are no longer considered for a position this year.
   2. Bruce will be hiring nine Senior Staff members (four Directors and five Head Counselors) in addition to approximately 63 Counselors.
   3. Job offering letters will be mailed no later than May 15th
   4. Mandatory training will take place on June 9th.
   5. All paperwork (contracts, W-4s, working papers, background clearances) must be submitted to the Recreation Office by June 7th.
3. **Borough Park Updates:** 
   1. Bruce is working with Jeff Cooper, Lisa Smith and Steve McLaud (WMSC) about setting up porto-o-johns at West Field.
      1. Steve ordered a porto-o-john through the account that the WMSC already has with Johnny On the Spot.
      2. Delivery and set up was to be complete by Friday, April 12th.
      3. Bruce will reach out to other West Field users (LAX & Mt View) to see if they can contribute to the costs incurred by the WMSC.
   2. Tim asked Bruce to remind all field users at Borough Park to contact the Mendham Borough Police Department to open up the bathrooms at the Carriage House when fields are in use. Bruce will send an eBlast.
4. **Prior Business:** 
   1. Steve updated the MBRC about the Memorial Day ceremony to be held at 10am on May 27th.
      1. The ceremony will take place at the War Memorial at the corner of Mountain & Park Aves. A wreath will be laid at the monument, the National Anthem will be sung and Taps will be played.
      2. Light refreshments will be served at the Garabrant Center following the ceremony.
      3. John Andrews is working with Steve on the wreath and getting a musician to play Taps.
      4. Jennifer will talk to Mrs. Danner at the High School about using the “Mendham Voices” singers.

1. **New Business:** 
   1. none

***Next Meeting: 7:30pm, Thursday, May 16th, 2019 at the Garabrant Center***