

## PRINCETON BOARD OF PARKS AND RECREATION COMMISSIONERS

November 17, 2016

A meeting of the Princeton Board of Parks and Recreation Commissioners was held on November 17, 2016, in the Princeton Recreation Department (PRD) lower level Conference Room, 380 Witherspoon Street.

**Present:** Dr. Nosker, Ms. Rogers, Ms. Butler, Dr. Frawley, Mr. Young, Dr. Cahill, Mr. Koontz and Ms. Olivares-Weber  
**Also Present:** Mr. Stentz, Mr. Moorhead, Mr. Marrolli and Mr. Groeger  
**Absent:** Ms. Germaine

### Public Comment

No Public Comment

### Activities Report

- **Dillon Youth Basketball:** Mr. Groeger reported that registration is currently at 221 participants and that the Dillon 4<sup>th</sup> grade evaluation night took place on 11/7/16 at John Witherspoon MS. Approximately 25 registrants were in attendance.
  - Dillon weeknight practice will begin on 11/28/17 at John Witherspoon Middle School (JWMS).
  - Mr. Marrolli reported there are 16 team sponsors to date and that teams will be created and made public in the next week.
  - Mr. Marrolli and Mr. Groeger have had an especially difficult time finding Princeton University students that are interested in volunteering to coach this season. *Discussion was held.*
- **Special Needs Dance:** 61 participants attended the dance on 11/4/16 at JWMS. The next dance will be held on 12/16/16 at 7 pm at JWMS.
- **Field Usage & Fees:** Mr. Moorhead provided an update regarding the field usage fees that were presented in draft form to the Commission at the October 2016 meeting. To date, only one youth sport group has provided feedback on the draft usage and fees proposal.
  - Mr. Moorhead received a request to rent field space from *Soccer Shots*, an organization that has not previously rented municipal field space in Princeton. *Soccer Shots* is a national franchise with the local branch having an office in Princeton. They are interested in running clinic style programming in the spring, summer and fall at a park in town. Mr. Moorhead suggested that field space could be made available based on the proposed tiered system and fees that the Commission has been discussing.
  - Mr. Stentz and Mr. Moorhead met with Bram Reynolds OF *Victory Sports* on 11/16/16 to discuss programming ideas that *Victory Sports* is interested in running in the area. Mr. Stentz plans to follow-up with Mr. Reynolds in the future with additional questions, but did explain to Mr. Reynolds that PRD is sensitive to existing and established programs as well as the squeeze on field space that the department faces. Mr. Reynolds is also interested in indoor facilities. Mr. Stentz explained to Mr. Reynolds that *Victory Sports* should speak with Princeton Public Schools about gymnasiums and classrooms. Dr. Cahill noted that the local YMCA runs after-school programming in the public schools. *Discussion was held.*

## Director's Report

Mr. Stentz reported on the following:

- **CP Dive Well Update:** Mainline Commercial Pools (MLCP) returned on 11/11/16 with a representative from *American Leak Detection (ALD)*. ALD was able to get a camera into the pipe that we suspect is leaking, and while the images are not completely clear it does appear to show a small crack in a PVC pipe. If there is a crack, the next step will be to dig down to the pipe and replace the PVC pipe line. *Discussion was held.*
- **Maintenance Update:** The Maintenance crew is completing the winterization of all 12 park restrooms, 17 water fountains, and six (6) irrigation systems, comprised of 250+ sprinkler heads. In the coming weeks PRD staff will remove the soccer goals from fields, perform some aeration and over-seeding, and install turf blankets at select locations.
- **Council Goal Setting:** Mr. Stentz, Mr. Moorhead, Ms. Butler, and Dr. Frawley attended the "Breakfast with a Board Member" meeting on 10/13/16, which focused on 2016 to 2017 projects that are ongoing as well as 2017 priorities.
- **Hiring Updates:** PRD is currently advertising for two part-time seasonal positions. The first is for the position of Bi-Lingual Secretary, and the second is for the position of Summer Day Camp Director. Both positions are very important to the summer operations at PRD.
- **Dog Park Locations:** At the direction of the Commission, Mr. Moorhead put together a list of park and open space locations that could possibly serve as a site for a future dog park, should that project ever become a priority for the Commission. The spreadsheet examines the viability of each site based on several factors, including; walkability, proximity to homes, parking and deed restrictions. *Discussion was held.*
- **CPO Licensing Update:** Mr. Moorhead and Assistant Maintenance Forman Gerry Macfarlan both passed the Certified Pool Operator (CPO) Exam. It is mandatory that PRD has a CPO license holder on-site at CP Pool.
- **Service Awards:** On 12/5/16, Mayor and Council will present Mr. Moorhead, Mr. Marroli, and Mr. Macfarlan with their five-year service awards during the Council meeting.
- **NJRPA Conference Update:** Mr. Stentz has been asked to lead a presentation at the New Jersey Parks and Recreation Association conference in March 2017. The topic will address the challenges of renovating public aquatic facilities as well as detailing success stories from Princeton and around the state of NJ.
- **2017 Contracts:** In the near future, Mr. Moorhead will present the 2017 chlorine contract and the 2017 mowing contract to the Commission. PRD will also be issuing a new RFP (Request for Proposals) concession stand services at Community Park Pool. The vendor from 2016 has been awarded the contract for the past three (3) summers, and by law we must issue a new RFP for 2017.
- **PTP Agreement:** The second year of the three-year contract with the Princeton Tennis Program (PTP) has concluded. PRD has invoiced PTP for their reimbursement to PRD. *Discussion was held.*
- **Mary Moss Project Update:** Mr. Stentz reported that there was a Witherspoon-Jackson neighborhood meeting on 11/12/16. Mayor Lempert and Council President Liverman attended the meeting. PRD staff plans to present the project to Mayor & Council on 12/5/16 and then move to build the bid documents. *Discussion was held.*

## Old Business

No Old Business

## New Business

- **Bookkeeping Services:** Mr. Stentz recommended that 712 Paperwork, Inc. be renewed for 2017 to provide bookkeeping services. *Dr. Nosker made a motion to renew the contract with 712 Paperwork, Inc. for 2017, seconded by Mr. Koontz and approved.*

## Approval of Minutes

- *Dr. Nosker made a motion to approve the October minutes, seconded by Ms. Butler and approved. Mr. Young, Mr. Koontz and Ms. Rogers abstained.*

## Approval of Bills

- *Mr. Koontz made a motion to approve the bills, seconded by Ms. Butler, and approved.*

## Next Meeting Date

December 15, 2016

## Adjournment