

PRINCETON BOARD OF PARKS AND RECREATION COMMISSIONERS

January 19, 2017

A meeting of the Princeton Board of Parks and Recreation Commissioners was held on January 19, 2017, in the Princeton Recreation Department (PRD) lower level Conference Room, 380 Witherspoon Street.

Present: Mr. Young, Mr. Koontz, Dr. Nosker, Ms. Rogers, Dr. Frawley, Mr. Burt, Ms. Griffin and Mr. Zapata
Also Present: Mr. Stentz, Mr. Moorhead, Mr. Marroli and Mr. Groeger
Absent: Ms. Germaine, Ms. Butler, and Dr. Cahill

Mr. Koontz inquired about whether the annual reorganization of the Commission, including appointing a new Chair, should take place in December or in January each year. Mr. Stentz noted that the appointing of a Chair has taken place in December for many years but that he understands Mr. Koontz's point and will look for clarification from the Municipal Clerk.

Mr. Stentz introduced Aaron Burt as a new member of the Princeton Board of Parks & Commissioners. Mr. Burt is taking the place of Ms. Olivares-Weber. Mr. Stentz introduced two new Corner House Student Board representatives, PHS seniors Katie Griffin and Zane Zapata.

Public Comment

Comments took place during Commission discussion regarding field usage and fees: Jeff Bergman, a member of the Princeton Little League (PLL) Board, stated the PLL registration fee is \$200 per player. Mr. Bergman reported the sponsorship money PLL receives goes mostly towards capital projects. All players and families who ask for financial assistance from PLL receive it and PLL wants every player who has an interest in participating to play. 12 to 14 players out of roughly 300 total participants received financial assistance this past season. *Discussion was held.*

Corner House Student Board Report

- **Open Mic Night:** Ms. Griffin reported there will be an Open Mic Night at Small World Coffee on 1/27/17 at 7 pm for high school students. The event will feature acapella performances, comedy sketches and musical acts. Mr. Stentz offered to have PRD promote the event.

Activities Report

- **Dillon Youth Basketball:** Mr. Groeger reported the 2nd set of skills clinics were held at John Witherspoon Middle School (JW) on 1/17/17, 1/18/17 & 1/19/17. The next set of skills clinics will take place the week of 1/30/17 at JW. Practice was held the week of 1/9/17 at JW and will also be held the week of 1/23/17. Mr. Marroli reported Dillon games were held on 12/3/16, 1/7/17 and 1/14/17 and will continue on 1/21/17. The games that were canceled on 12/17/16 due to the ice storm will be made up at the Hun School on 3/4/17, free of charge. *Discussion was held.*
- **Youth Squash Clinic:** The first of six youth squash clinic sessions was held on 1/8/17 at Jadwin Gym. Two more sessions will be held this month on 1/22/17 & 1/29/17. 20 participants are registered for the clinic, which is the maximum registration.
- **PHS Career Fair:** PRD staff will participate in the PHS Career Fair on 2/15/17 to talk about Recreation as a career choice.
- **Special Needs Dance:** Mr. Marroli reported the last Special Needs dance was held 1/13/17 at JW. 63 participants attended the dance. The next dance will take place on 2/10/17 at JW from 7 – 9 pm.

- **Men's Platform Tennis Leagues:** Mr. Marroli reported both Men's Platform Tennis leagues are now approximately halfway through their seasons and progressing well.

Director's Report

- **CP Pool Chlorine & Concession Request for Proposals:** Mr. Moorhead reported the legal ads for CP Pool Chlorine RFP, as well as the CP Pool Concession RFP, were published in local newspapers on 1/6/17. Interested vendors may stop by PRD to pick up a packet containing requirements for proposals. Proposal packets will be due back to PRD in mid-February. Mr. Moorhead expects to have recommendations for the Commission at the February meeting.
- **Mowing Contract:** Mr. Moorhead is working with the town's legal counsel to roll over both current mowing contractors.
- **Seasonal Job Postings:** Mr. Moorhead reported seasonal job postings for lifeguards and camp counselors will be available on the PRD website on 2/1/17. Interviewing for seasonal jobs will take place later in the winter or early in the spring. Mr. Stentz reported PRD will hire somewhere between 160-180 people in a variety of positions. This winter, PRD conducted a complete internal review of the hiring process, including marketing efforts, internal processing of employment documents, and review of all applications. Mr. Stentz reports that the entire process has been adjusted and while it has been good in the past he expects it to be better going forward.
- **Facility Usage Fees Update:** Mr. Moorhead, Mr. Young and Dr. Frawley met with John Durbin, outgoing president of Princeton Little League (PLL) to review proposed facility usage fees. Mr. Durbin and PLL were concerned that the proposed facility fees are too high, but there was some misinterpretation of the fees by PLL. Members of the subcommittee were able to clarify the proposed fees with Mr. Durbin. Mr. Moorhead also reported that PRD would consider an in-kind contribution as opposed to a facility fee from youth sport groups. Mr. Moorhead will continue to clarify the language of the proposed fee structure and continue to reach out to other youth sport groups for relevant user data. Mr. Moorhead would like to have the fees that do not pertain to the partner youth sports groups move forward and be voted on by the Commission at the February Commission meeting. Fees that pertain to the partner youth sports groups would be brought to the Commission at a later date. *Discussion was held.*
- **Minimum Wage:** Mr. Stentz reported the state minimum wage increased from \$8.38 to \$8.44 on 1/1/17. PRD hires at a minimum wage of \$8.50, which was voted upon by the Commission at the December 2014 Commission meeting. If the state announces an increase in the fall of 2017 that exceeds \$8.50, Staff and the Commission will need to review current wages again. *Discussion was held.*
- **CP Pool Filter Update:** Mr. Stentz reported the Maintenance staff has started the process of breaking down all four pool filters. Recommended maintenance for the process is every three to five years. It's a labor-intensive job due to the high amount of "fingers", gaskets and socks that need to be cleaned or replaced. The project will take two to three maintenance staff approximately three weeks to complete. Mr. Stentz was still working to figure out the total cost of this maintenance. *Discussion was held.*
- **2017 Spring/Summer Registration:** Registration for 2017 spring and summer programs and memberships will go live on 2/20/17. Staff have started to update the online registration system with 2017 information, prices and start dates.
- **Community Park (CP) South Drainage:** There is a new drainage issue between field #3 and #4 in CP South. Mr. Moorhead is working on a repair solution which will be funded by tax supported capital dollars. *Discussion was held.*

- **Platform Tennis Courts:** Some repairs have been made to the playing surfaces of courts #3 and #4, which the Commission funded. Mr. Stentz is working on applying for a grant through the American Platform Tennis Association for more extensive upgrades to those two courts as they still have older, wooden super structures. The APTA seems very eager to help PRD obtain money through the grant to upgrade the courts. Mr. Stentz reports the PRD platform tennis courts were the first public courts built in New Jersey, according to Jack Roberts. The deadline to submit the grant is 4/1/17.
- **Programming Update:** Staff is working on adding new programs to the 2017 fall/winter season. Mr. Stentz reported there are some areas in the community where new programs would be beneficial and that the community demographic has shifted in recent years. Some of the new program offerings would appeal to the new demographic. *Discussion was held.*
- **Municipal Budget Update:** Mr. Stentz reported there is a municipal operating budget gap of \$1.9 million for the upcoming year. Mr. Stentz is concerned the town's solution to the budget gap could affect various funds, including park funds. *Discussion was held.*
- **Mary Moss Playground Project Update:** Mr. Stentz reports the demolition of the existing site has completed as of today. The shed has been torn down, as well as the wading pool. The demolition was completed as a separate item from the construction bid of the new playground which saved between 4-8 thousand dollars. Mr. Stentz believes PRD will have 95 percent of the construction documents in hand by 2/2/17. Dr. Nosker asked where the project stood in regards to the status of Town Council approval. *Discussion was held.* Town Council will need to award the construction contract once bid results are received and a contractor is selected. Mr. Koontz commented until shovels are in the ground for the MMP project, Princeton will not be able to apply for any funds from round 2 of the Mercer-at-Play grant. *Discussion was held.*

Old Business

No old business

New Business

- Revolving Trust Reserve - 2017 Request:
 - *Mr. Koontz made a motion to approve the 2017 Revolving Trust Reserve request, seconded by Dr. Nosker, and approved.*
- 2017 Spring/Summer Fees:
 - *Dr. Nosker questioned the difference between Adult & Child Nonresident daily pool fees. Discussion was held. Mr. Koontz made a motion to approve the 2017 Spring/Summer fees, seconded by Ms. Rogers, and approved. Staff will review the current Nonresident daily pool fees and report back to the Commission on whether an adjustment is recommended.*
- Donation Request – Corner House requesting CP Pool Membership:
 - *Dr. Nosker made a motion to approve the CP Pool Membership donation request to Corner House, seconded by Mr. Young, and approved.*
- Donation Request – Littlebrook Elementary School PTO requesting CP Pool Membership:
 - *Mr. Stentz asked the Commission if donation requests for CP Pool Memberships should be extended beyond PRD's municipal partners. Discussion was held. The CP Pool Membership donation request to Littlebrook Elementary school was tabled.*

- Contribution Request – Open Mic Night with What’s Up Princeton for 5/5/17:
 - *Mr. Young made a motion to approve the contribution of \$250 towards the ‘Open Mic Night’ event hosted by ‘What’s Up Princeton’, seconded by Mr. Koontz, and approved.*
- Fundraising Request – PHS Basketball teams selling pasta dinner tickets @ Dillon League
 - *Mr. Koontz made a motion to approve the request by PHS Basketball booster clubs to sell tickets for their pasta dinner at Dillon League, seconded by Mr. Burt, and approved.*

Approval of Minutes

- *Dr. Nosker made a motion to approve the December 2016 Commission minutes, seconded by Ms. Rogers and approved. Mr. Koontz and Mr. Young abstained.*

Approval of Bills

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

Next Meeting Date

February 23, 2017

Adjournment