

**Franklin Borough**  
**Recreation Committee**  
**Meeting Minutes for**  
**July 7, 2022**

This meeting was called to order at 7:00 pm by the Chairwomen, Mrs. Carnes, who then led the assembly in the flag salute.

Mrs. Formica read the statement on compliance pursuant to the "Open Public Meeting Act, Chapter 231, PL 1975"

**ROLL CALL OF MEMEBERS:**

Mrs. Bobbi Formica – Chairwomen (present)  
Mrs. Patti Carnes - Co-Chairwomen (present)  
Mrs. Rachel Heath - Council Liaison (absent)  
Mrs. Theresa Nahrwold – Member (absent)  
Mr. Concetto Formica – Member (present)  
Mrs. Barbara Castania – Member (absent)  
Ms. Suzann Brush – Secretary (present)

**APPROVAL OF MINUTES:**

May 5<sup>th</sup>, June 9<sup>th</sup>, and June 16<sup>th</sup> meeting minutes were approved.

**OPEN PUBLIC SESSION #1:**

Mrs. Carnes made a motion to open the meeting to the public.

Mr. Formica second the motion.

**Upon Roll Call Vote:**

**All in favor**

Sandra Westermann was in attendance.

- Mrs. Westermann brought a concern to the Committee's attention regarding the service of the portable bathrooms at the pond. Stated the last service date recorded was in May, and during the last event the bathrooms were not in good condition. Mrs. Formica stated they would note it.
- Mrs. Westermann asked about 'A Taste of Franklin', which is still in the brain storming phase. Mr. Formica offered a brief description.

Mrs. Carnes made a motion to close the public session.

Mr. Formica seconded the motion.

**Upon Roll Call Vote:**

**All in favor**

**COMMITTEE REPORT**

**Treasure's Report:**

- Reviewed balance and transactions.
- The fireworks charge was reclassified from the current fund to the Carnival account.
- Pending Charge: Fun Services (inflatable)

**OLD BUSINESS:**

**A Taste of Franklin:**

- The Recreation Committee is going to gather more information and plan this event next year.
- Mr. Formica stated this could be done along with EDC.

**Movie Night:**

- Tentatively August

**Fall Festival:**

- To be held on September 24<sup>th</sup> from 2-8pm.
- Bobbie is going to create a flyer to advertise.
- The Committee is evaluating the interest in this event in regards to vendors. If there is not a sufficient amount of interest by August 4<sup>th</sup>, this event will be canceled.

**Apparel Order:**

- The Committee had previously made a preliminary vote on a budget to purchase Franklin Borough apparel by email, then made an official vote at the meeting.

Mrs. Carnes made a motion to approve a budget to purchase Franklin Borough apparel to be gifted to the Borough Hall staff, in the amount of \$416.50.

Mr. Formica seconded the motion.

**Upon Roll Call Vote:**

**AYES:** Mrs. Formica, Mrs. Carnes, Mr. Formica

**NAYS:** none

**ABSTENTIONS:** none

**APPROVED**

**Field Use: Beaver Lake HOA**

- Committee chair, Mrs. Formica, signed off on the application.

**NEW BUSINESS:****Member Resignation: Christina Sanchez**

- Mrs. Sanchez has officially resigned from the Franklin Borough Recreation Committee; her last event was Franklin Nite. Mrs. Sanchez indicated she would still be around to help out.

**New Member: Sandra Westermann**

- Mrs. Westermann submitted a member application to join the Recreation Committee.
- The Committee is making a recommendation to the Council for Mrs. Westermann's appointment to recreation.

**Flea Market:**

- Mrs. Formica gave an update, stating she had not heard back from the market contact person.
- The Committee decided to plan for next year.

**Pavilion Use:**

- Sussex County Hunger Coalition Pop-Up Market: July 16, August, 13, and September 17.

Mrs. Carnes made a motion to approve the pavilion use for the Sussex County Hunger Coalition on July 16, August 13, and September 17.

Mr. Formica seconded the motion.

**Upon Roll Call Vote:**

**AYES:** Mrs. Formica, Mrs. Carnes, Mr. Formica

**NAYS:** none

**ABSTENTIONS:** none

**APPROVED**

**Franklin Band Concert: July 12**

- The Franklin Band requested the Recreation Committee or the Fire Dept. provide food for concert goers.
- The Committee denied this request as it is too late to get appropriate food handling licenses.

**National Night Out: August 2, 6-9pm**

- The police chief registered Franklin Borough Recreation for this national event.
- Tamara is going to make a flyer.

- Mrs. Formica reached out to Dan Larco to request assistance in making a banner.
- Mrs. Formica is going to reach out to businesses.
- Mrs. Formica found a new bounce house company, and is going to reach out to them to see if they want to join National Night Out (they would need proof of insurance).
- Entertainment: games, bounce house, face painting, DJ, etc.
- Mrs. Formica sent an email out to the Council, police dept., DPW, Fire Dept., and First Aid to see what they can bring to the event. Mrs. Formica is going to follow-up.

**Girl Scouts:**

- The Girl Scouts requested to be able to sell cotton candy at Movie Night.
- The Committee denied this request as free snacks are usually provided by recreation.

**Bench Donation:**

- The Franklin Borough chapter of the National Junior Society at Franklin Borough school inquired about making a bench donation for the Franklin Pond.
- Communications were sent to Jessica Imhof, Melissa Daly, and JR Giacchi, advisors to the NJHS.
- Pending update.

**OPEN PUBLIC SESSION #2:**

Mrs. Carnes made a motion to open the meeting to the public.

Mr. Formica seconded the motion.

**Upon Roll Call Vote:**

**All in favor**

Sandra Westermann was in attendance.

- Mrs. Westermann asked if there was a theme for Fall Festival. Mrs. Formica indicated no set theme, just fall/harvest related.
- Mrs. Westermann said she would help in planning and developing a possible theme
- Mrs. Westermann asked if Girl Scouts could sell cotton candy at National night out. Mrs. Formica indicated no, as it is a free event for all.
- Mrs. Westermann suggested opening a free 10x10 spot for vendors, if they offer a free demonstration or item, to encourage more vendor presence.

Mrs. Carnes made a motion to close the meeting to the public.

Mr. Formica seconded the motion.

**Upon Roll Call Vote:**

**All in favor**

**MISCELLANEOUS COMMENTS:**

- Mrs. Formica asked if the pageant winners were put on the Council's agenda. Ms. Brush indicated yes.
- Mrs. Formica stated she will be at the meeting to take photos.
- Mrs. Formica stated she would like to start looking for volunteers for the Halloween parade, and getting a committee together for that.
- Trunk or treat will follow the Halloween Parade.
- Possibly looking to combine the pageant and fireworks during the Carnival next year.
- Mrs. Formica is going to reach out to the Carnival company to get tentative dates.

**AJOURNMENT:**

Mrs. Formica asked for a motion to adjourn the meeting.

Mrs. Carnes made the motion. Seconded by Mr. Formica.

All were in favor. \*The meeting was adjourned at 7:29pm