

Franklin Borough
Recreation Committee
Meeting Minutes for
September 16, 2021

This meeting was called to order at 7:03pm by the Chairwomen, Mrs. Formica, 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. Patty Carnes - Co-Chairwomen (present)
Mr. Scott Davis – Treasurer (absent)
Mrs. Christina Sanchez – Member (present)
Mr. Concetto Formica – Member (present)
Mrs. Darlene Pallay – Member (absent)
Mrs. Theresa Nahrwold – Member (present)
Ms. Barbara Castania – Member (present)
Mr. Stephen Skellenger - Council Liaison (present)

APPROVAL OF MINUTES:

September 16, 2021 meeting minutes:

Mrs. Formica requested a motion to approve meeting minutes for August 5 & 19, and September 8, 2021.

Mrs. Sanchez made the motion to approve meeting minutes for August 5, 2021. Second by Mr. Formica.

Upon Roll Call Vote:

AYES: Mrs. Formica, Mrs. Sanchez, Mr. Formica, Mrs. Nahrwold

NAYS: none

ABSTENTIONS: Mrs. Carnes, Ms.Castania

APPROVED

Mrs. Formica made the motion to approve meeting minutes for August 19, 2021. Second by Mr. Formica.

Upon Roll Call Vote:

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

NAYS: none

ABSTENTIONS: Mrs. Nahrwold, Ms.Castania

APPROVED

Mrs. Sanchez made the motion to approve meeting minutes for September 8, 2021. Second by Mrs. Formica.

Upon Roll Call Vote:

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

NAYS: none

ABSTENTIONS: Mrs. Nahrwold, Ms.Castania

APPROVED

OPEN PUBLIC SESSION #1:

Mrs. Formica requested a motion to open the meeting to the public.

Mrs. Sanchez made the motion to open the meeting to the public. Second by Mrs. Carnes.

Upon Roll Call Vote:

AYES: All in favor

NAYS: none

ABSTENTIONS:

APPROVED

Mr. Formica stated there was not a line item for it, but wanted to talk about the senior Spring Fling. They use to do a Spring Fling in the Spring that was being moved to the Fall due to Covid, and is usually held at the pavilion.

Christina Marks stated she is the coordinator for the project lunch program for the county.

Christina Marks stated through communication with Mr. Formica she told him if that is the direction Franklin wanted to go in, they would have some funding they could provide.

Christina Marks stated they could provide PPE. They also could provide materials to package the lunches; everything was approved through the hospital and there was no concern about items being banned in the future, that everything was food grade.

Christina Marks stated the items would be purchased directly, they just needed enough time to encumber funds and have them approved. It's about a 2-3 week lead time. She would need a statement of estimated costs and what is looking to be purchased.

Christina Marks stated they can fund as much as they can because it is a food program for the seniors, so they could pick up some of the food cost as well.

Mr. Formica asked if there were specific foods they liked.

Christina Marks stated Sussex County is a meat and potatoes family and not to get too crazy with different types of ethnic foods. They tried that in the past and did not go over well.

Christina Marks stated the seniors love Dominic's if we are looking to do catering. And they have used TJ's and Milano's in the past as well.

Mrs. Formica asked how it worked, if we ordered the food and had it delivered, and then have it packed at the senior center.

Christina Marks confirmed yes.

Christina Marks stated they have the steam tables so they have trained, certified staff that would be there to set up and serve.

Mr. Formica asked what days were best.

Christina Marks stated weekdays and weekends where both ok.

Committee discussed what date would work best.

Mrs. Formica said the only weekend available was October 30th, and they would be at the pond anyway for movie night.

Mr. Formica stated it was a day time event.

Mrs. Formica stated that they would be having an event that day anyway at the pond.

Mr. Formica agreed.

Mr. Formica sated he was unsure if anyone kept track of the seniors over the years for senior of the year.

Mr. Skellenger stated they had this conversation last year, and that Darlene or someone downstairs should have the information.

Mr. Formica said he would follow up with Darlene.

Christina Marks stated she wanted to make the committee aware that this much funding may not be able to be provided in the future. That they had a lot of extra Covid funds that she got authorized to use.

Mr. Formica stated in the past they used the fire house inside, but last year was modified to outside. That how the lunch program has it set up is good.

Christina Marks suggested having a waiver that can be signed, to relieve any liability.

Mr. Formica asked if there was a way to determine how many people were interested in going.

Christina Marks stated if he reached out to Anna Fisher at the senior center and gave her something official, she could keep track of sign-ups.

Christina Marks stated they had a food vendor that they have used in the past, American Barbeque, they can come and do all the cooking on site, that they bring everything needed.

Mr. Formica asked the committee if they wanted to plan for October 30th.

All agreed. Mr. Formica requested a motion.

Mrs. Sanchez made the motion to approve the Fall Senior Appreciation Luncheon at the Franklin Pond pavilion on October 30, 2021. Second by Mrs. Carnes.

Upon Roll Call Vote:

AYES: Mrs. Formica, Mrs. Carnes, Mrs. Sanchez, Mr. Formica, Mrs. Nahrwold, Ms. Castania

NAYS: none

ABSTENTIONS: none

APPROVED

Mrs. Formica requested a motion to close the meeting to the public.

Mrs. Sanchez made the motion to close the meeting to the public. Second by Mr. Formica.

Upon Roll Call Vote:

AYES: Mrs. Formica, Mrs. Carnes, Mrs. Sanchez, Mr. Formica, Mrs. Nahrwold, Ms. Castania

NAYS: none

ABSTENTIONS: none

APPROVED

COMMITTEE REBORT

Treasure's Report –

Mr. Davis, treasurer was absent.

OLD BUSINESS:

Playground/Pond Rendering –

Mr. Formica stated the playground passed inspection on Friday and was open to go.

Mr. Formica stated tomorrow the sign is supposed to be done and the plaques are in for the benches and are at the Borough Hall, so they can be put on at any time.

Mr. Formica asked the committee if they wanted to plan the ribbon cutting.

Committee discussed doing the ribbon cutting next weekend at the Fall Festival.

Mrs. Sanchez stated concern about giving the sponsors enough notice so they can attend.

Mr. Formica stated they were on standby.

Mr. Formica stated DPW said that we no longer have to put everything behind the fence, that they got a smaller lawn mower and would be able to mow around anything outside the fence.

Mr. Formica stated the guys from DPW suggested putting in an asphalt walkway to the playground.

Committee discussed briefly the possibility of a walk way.

Mrs. Sanchez asked if they could still purchase pavers and stones.

Mr. Formica stated to hold off for now.

Mr. Formica shared his observation of the use of the playground and stated the kids seem to enjoy it.

Mr. Formica asked the committee if they wanted to plan the ribbon cutting for Saturday and asked Mrs. Sanchez if she could make an invitation to email to everyone.

Mrs. Sanchez stated yes.

Mrs. Carnes stated she still had the big scissors and they just needed ribbon.

Mrs. Formica stated to send the invitation to the school, and JR would put it on the school web page to invite all the kids in Franklin to come play.

NEW BUSINESS:

Field use applications –

None

9/11 Memorial –

Mrs. Formica stated a 9/11 Memorial re-cap, and she thought it was pretty awesome.

All agreed.

Mrs. Sanchez shared feedback that she received from a community member, Robert Goldstein, whose brother had passed in the towers on 9/11. On the shared audio, Mr. Goldstein expressed his gratitude.

Mrs. Sanchez stated Mr. Goldstein was interested in obtaining the tribute video that was shared at the 9/11 event, and that she had an email for him, that maybe we could email him a link to the video.

Mrs. Formica stated the video was right on YouTube and she could email Mr. Goldstein a link.

Mr. Formica stated next year they would ask that the kids stop on the playground during certain performances during the 9/11 event.

Mrs. Sanchez stated the kids were playing, which was great, but it was taking place during the moment of silence, prayer, and stuff like that.

Mr. Formica stated next year they will announce for everyone to quite down during certain times of the event, and then start back up again after. All agreed.

Fall festival –

Mrs. Nahrwold stated she was a little stressed due to lack of vendors.

Mrs. Nahrwold and committee reviewed vendors that have confirmed and ones that have been reached out to.

Mrs. Carnes stated she has calls out regarding the pumpkins for pricing.

Committee discussed craft supplies and alternatives if they could not get the pumpkins. Stated there are lots of craft supplies in storage.

Mrs. Sanchez stated they could get little pumpkins from a super market.

Committee discussed vendors.

Mrs. Sanchez stated the vendor fee was \$25. At this point food vendors are out since they would not be able to get the proper permits in time.

Mrs. Castania stated she knew someone from the renaissance fair and could put out an email to inquire about the vendors they use and see if they could share that list.

Mrs. Sanchez stated maybe they needed to provide something regarding food.

Committee discussed what they could serve and what they needed to do in order to be able to serve pre-prepared food.

Mrs. Formica stated she would call the board of health to see if they could push through a food handling application and if in fact, we needed one since we aren't cooking the food.

Mrs. Nahrwold asked if we are good with music.

Mrs. Sanchez stated yes, but she was a little concerned because she wasn't sure the band would be able to be paid on the day of the event and she did not get to communicate that with him yet.

Mrs. Sanchez stated if she had the \$1300 she would pay the band up front but she could not do that so is hoping the guy from the band would be ok receiving payment after the event.

Mrs. Sanchez stated for the girl (singer) she would just pay her upfront and submit for reimbursement, that it is only \$175.

Mr. Formica asked is Corry said they could do reimbursement.

Mrs. Sanchez stated she was waiting for a reply. She had asked Corry if they could do reimbursement for the acoustic duo and assumed it would be the same for the singer.

Committee discussed why the band could not be paid the day of the event.

Mrs. Sanchez stated she received communication from Corry that it could not be put on the bills list in time to issue payment.

Mr. Formica stated Corry told him there were certain steps that needed to take place before getting payment approved.

Mrs. Sanchez stated now the payment for the band will be on the bills list for the 28th, a few days after the event. Once approved a check will be issued a few days later, so the band will be paid a week after the event. She is going to talk with the band and make sure this is not an issue.

Committee agreed they did not feel it would be an issue as it is direct payment from the borough.

Recreation secretary, Suzann Brush-Babcock, asked about the payment agreement the committee already agreed on for the DJ. That they stated they would pay him \$300 from National Night Out and Fall Festival, but a check had been issued the week before for \$250.

Mrs. Formica stated that payment was for Franklin Day and the \$300 was for the other events.

Mr. Formica asked if it was a total of \$550.

Mrs. Carnes stated they did agree on \$300 for all three events (National Night Out, 9/11, and Fall Festival).

Committee discussed the payments for the DJ.

Mrs. Carnes stated the DJ had not received payment at the time for Franklin Day because they were waiting on an invoice.

Mrs. Formica stated they had received the invoice at National Night Out.

Mrs. Carnes stated that's why they finally cut the check, but this payment of \$300 was for the other three events. So it was \$250 for Franklin Day and \$300 for National Night Out and Fall Festival.

Committee agreed and confirmed payments for the DJ.

Mrs. Nahrwold asked about setting up a story time at Fall Festival and she could volunteer.

Mrs. Sanchez stated they originally talked about doing a kid's event around 2:00 like a magician, but they used a big portion of the budget on the band.

Mrs. Nahrwold stated they could set up a story time at 2:00 and she could volunteer to read.

Mrs. Sanchez suggested going into crafts after story time.

Committee discussed other options like face painting.

Mrs. Sanchez stated the face painter could set up a table and charge their own fee.

Mrs. Sanchez stated she would forward the contact info for the face painter to Mrs. Nahrwold since she was handling vendors.

Committee discussed possibly ordering sound equipment in the future and going through other supplies.

Committee discussed setting a budget in the beginning of the year and planning events earlier, and inquiring about entertainment earlier.

Committee further discussed and confirmed the plan to serve pizza, refreshments, and donuts at the Fall festival, and finding out if they need a food handlers permit.

Mrs. Formica stated she may be able to get a girl scout to help serve.
Mr. Formica stated off topic, the girl scouts wanted to know if they could use the space at the front entrance by the exercise stations for Saturday, September 18th, for the town wide yard sale.
All agreed.

Rec supplies –

Mrs. Formica stated they were still looking.
Mrs. Carnes stated she was still looking into it.
Mr. Formica asked for wat.
Mrs. Sanchez stated they were looking for tables and chairs to keep in stock for their events.
Mrs. Formica stated they needed coffee urns, but she could borrow some if needed.
Mrs. Carnes stated they had ordered them.
Mrs. Formica stated she did not think they were ordered but they did approve them at a past meeting to be purchased through Amazon.
Mrs. Formica said she would email Suzann, recreation secretary tomorrow about ordering.
Mrs. Formica stated they had paper products, so they were good.

Halloween Parade/Trunk or Treat –

Mrs. Formica stated she would like to do October 30th for the showing of Hocus Pocus on the field weather permitting and October 31st for the parade, ending with the Trunk-or-Treat.
Mrs. Formica stated they would remind everyone attending the Trunk-or-Treat to be sure to go trick or treating in the community afterward, because last year a lot of people did not go out after Trunk-or-Treat.
Mrs. Nahrwold asked about doing Hocus Pocus movie night on Friday, October 29th, since a lot of people were most likely already doing Halloween parties on the 31st.
All agreed.
Mr. Formica discussed the route for the Halloween parade.
Mrs. Formica asked if they could make a flyer for Trunk-or-Treat.
Mrs. Sanchez stated yes.
Committee discussed what time they would start the Halloween parade.
All agreed parade/trick-or-treat would start at 12:00 pm.

OPEN PUBLIC SESSION #2:

There was no one from the public in attendance.

MISCELLANEOUS COMMENTS:

Mr. Formica asked if there was anyone local that has dry ice. For decoration at movie night.
Mrs. Sanchez stated yes, and she would look into it.

AJOURNMENT:

Mrs. Carnes made a motion to adjourn the meeting. Seconded by Mrs. Formica.
All were in favor.

*The meeting was adjourned at 8:22pm