

Hightstown Parks & Recreation Commission
Agenda
January 16th, 2013
Minutes

- I. Call to Order Chairperson
- II. Statement of Compliance (NJ Open Meetings Act: 10:4:1 et seq.)
- III. Attendance Chairperson

Commissioners

Pat Duncan, Chair	Yes
Michelle Jordan, Vice Chair	Yes
Gary Grubb	Yes
Stacey Judge	Yes
Jason Taylor	Yes
Mike Sheenan	Yes
Eugene Lambert	No
Logan Hiers-Evans	No

Guests:

None

- IV. Approval of Minutes **Minutes not available from last meeting. Pat to followup with Beverly Asselstine to obtain.**

- V. Approval of Agenda **Approved**

- VI. Public Comment – **none**

- VII. Reorganization

Chair - Patrick Duncan was relected as Chairperson. Motion made by Gary, all members in attendance voted Yes.

Vice Chair – Michelle Jordan was relected as Vice Chairperson. Motion made by Gary, all members in attendance voted Yes.

Secretary – It was determined that Jason Taylor and Stacey Judge would serve as co-secretaries for the upcoming year. They would share the responsibilities of the office and alternate minutes recording at the meetings. All members were in a agreement with this arrangement.

- VIII Budget Report

Pat distributed out the latest version of the budget for review. At present we have \$15,395 in our various accounts. Of that he anticipates \$12,862 to be spent on Phase-2 on the new playground.

Pat suggested holding 8 concerts in the Summer Series and wishes to allocate 2,000 to cover those expenses. (250 per band) As part of that it was requested we allocate another \$300 for “lawn signs” to advertise the concerts. They would be non-date specific so they would be reusable. All agreed this was a good idea. Pat made the motion, Stacey seconded and all approved.

Pat requested 1,000 for the completion of the gazebo Phase 2 part of the project. Pat made motion, Gary second and all approved.

IX Discussion of Priorities for 2013

It was determined that we currently have a lot of things going on from a P&R perspective, and should focus on completing those items in 2013 so no new items were discussed. The list includes:

- **Completion of Gazebo**
- **Completion of new playground in Association Park**
- **Summer Concert Series**
- **Triathlon**

VII. Committee Reports –

A. Parks

1. Dawes –Stacey

Stacey mentioned that the Greenway adjacent to Dawes Park is accumulating a lot of yard debris from a local resident hauling it from his property onto it. It was decided that Pat would ask Public Works to take a look and see if there is anything they can do to prevent it. Gary mentioned it may be a good idea to see if Public Works would be willing to turn the hurricane stricken trees into mulch and lay it down in the bare areas of Dawes Park.

2. Association – Michelle

1. Stage Update (Pat)

Pat mentioned that we are approaching the completion of Phase 1 of the gazebo and will begin Phase 2 soon. The second phase includes trimwork and finish work. Mike had several comments regarding Phase 2:

- **He has a core drill they can use in the event they need to drill into concrete.**
- **He has a lift designed for lifting ductwork, that can be used as a drywall lift.**
- **He designs and builds railings for a living, and would be more than willing to build them for the gazebo if asked.**

Pat discussed the “Grand Opening” of the gazebo for sometime in May. Perhaps Ryan’s Eagle Scout ceremony can take place on it.

3. Memorial – Pat

Pat mentioned that the gate to the lake has been broken off as part of the recent hurricane and will need to be repaired.

4. Rocky Brook – Gary/Logan (including Community Garden)

Gary would like it be known that Tommy Jones of Public Works – Sewer Plant Operations, did a tremendous amount of work on his own time cutting up and removing felled trees in the brook.

C. Development and Grants – Bev/Michelle/ Jason (historic railroad markers) **No report.**

Pat mentioned Bev is working on a grant from TD Bank to support the Summer Concert Series

D. Programs, Music and Events – Stacey, Bev, Michelle- **See above**

E. Playground – Bev/Michelle **see Association Park**

F. Programs & Recreation – Stacey/Jason

G. Paddle Boats – Pat

H. Triathlon –

I. Summer Concerts – Bev **see Programs, Music, Events.**

X Old Business **None**

XI. New Business • Park Permits **none**