



Borough of Bernardsville
Recreation Committee Meeting Minutes

The regular meeting of the Borough of Bernardsville's Recreation Committee was held on Tuesday, December 12th, 2023 at Borough Hall. Ted Dolan called the meeting to order at 7:02 p.m.

ROLL CALL:

In attendance was: Ted Dolan, Heather Eich, Steve Reynolds, Louis Romano, Andrew Taylor, Council Liaison Diane Greenfield, Kerry Haselton, William DeMilt, Brian Gallagher, and staff members Bob Markowick and Logan DeCicco Absent was: Laura Hartnett and Melissa Provost.

APPROVAL OF THE MINUTES:

The minutes were approved by William DeMilt and seconded by Heather Eich.

OPEN SESSION:

QUESTIONS FOR THE RECREATION DIRECTOR/CORRESPONDENCE:

Bob Markowick reported on the Directors Report about the New Assistant Director, Capital Projects in 2024, facilities, programs and special events/ projects:

Assistant Director Introduction:

- Logan has over 7 years of experience in community programming and special events with a proven track record in strategic planning, digital marketing, and community engagement. She is skilled in managing internal and external communications, building and maintaining relationships, and implementing innovative marketing strategies. Logan is excited to bring new events and programs to the Borough, as well as enhance digital and print advertising via flyers, brochures, the Borough's website, and on social media.

Capital Projects in 2024:

- Concrete for the Pool: The Recreation Director and Committee discussed the new contract for concrete at the pool to repair the main drain of the service pool, diving boards, and lifeguard stands due to rusting. The cost is estimated to be 50K, with an expected cost of about 10K per lifeguard stand, permitting, inspection, and railing replacement costs. The Recreation Director will be applying for a round of funding from the county. The Committee has asked for an



inspection of the pool to be conducted, an Aquatic Engineer be contacted for a pool by pool approach, and research to be done on reusable options (lifeguard stands, railing, ect).

- Electrical Update to Pool: Due to new safety codes, the electrical panel to the pool's three page pumps needs to be upgraded with surge protectors for an estimated cost of 20K. The Recreation Director is seeking a grant opportunity for the baby pool, and will be working with an Aquatic Engineer to compile different approaches. Electrical Inspectors follow the State Code, which is why this Capital Project is a priority for 2024. The pools need to be up to code for insurance purposes.
- Lights on Electric Panels: The lights at the Rose Bowl need to be upgraded on the electrical panels to LED on the fields. The Board has requested a quote on the poles and cost of lighting. The
- New pavilion and utility plan: The Borough's Public Works Department is leading this Capital Improvement Project, and it will go out to bid by January 11 and be awarded by the end of the month. The Board has asked the Recreation Director to ask if lighting can be included in that Capital Improvement Project.

Recreation:

- Basketball Update: Scrimmages in the Boys 3/4 Recreation League is coming back, with support from Bedminster and Peapack participants. The Girls 3/4 Recreation Leagues is also coming back, since COVID. There is a coach who created a 2nd Grade Travel Team. The Committee discussed how this team will impact our programming, by competing with in-town teams, potential of not open and fair tryouts, and gym time at the schools.
- Wrestling Update: There are 15 kids enrolled in the program, and the new program leaders are not as experienced in running the program which is requiring more support from the Recreation Department. The sport is not as popular among kids, however we will remarket the program in 2024 as a cross-training and conditioning opportunity for other sports, like football.

FINANCIAL REPORT:

Bob Markowick reported the financials by providing a document that included a 2022 and 2023 Revenue Reports:

- There will be a new budget layout in 2024, which will be expanded to include revenue by program, event, rental, and ect. .
- On Sundays, the Recreation Department is offering LAX showcase tournament opportunities which ultimately will increase revenue while providing opportunities



for young athletes in our community to compete. The Recreation Department will be adding more tournaments on Sundays in 2024, and is considering a policy for snack shack rentals and storage for user groups.

- There will be a new facility calendar in 2024, and the department will be using a shared Google Calendar to better manage field reservations.
- Note on Recreation Revenue:
 - The department is doing a revenue share with the US Sports Institute, where they are handling all registrations and sending a check to the Recreation Department. There was an increase in sales because they serve a wider demographic in Somerset County, and can market to a larger audience. In addition, they can make the call on cancellations, communications, and refunds.
 - The 2023 Revenue Report is expected to increase by 13K due to turf funding.
 - Basketball is not included in the Revenue Report, so there will be an increase due to that program as well.
 - Ski Revenue goes to the Trust and the cost of bussing is continuing to increase but the department is still making revenue on the program.
 - Trust increase in Revenue is not due to sporting programs. Rather, there is an increase due to yoga, aerobic classes, sip and paint nights, and ect.
 - The department has exceeded our revenue projections for 2023, and the Year End Report will have these details at the next meeting.

ITEMS OF BUSINESS:

- 2024 Recreation Committee Meeting Dates: The Recreation Committee will meet on the second Tuesday of each month, and the meeting will be pushed to Wednesday if there is a conflict with the Borough Council's meeting. The Committee will not meet in July or August due to vacations, and the October meeting is TBD based upon Council's meeting at this time.

OLD BUSINESS:

- Pavilion & LAX Wall Plans: Council has approved the plans for the Pavillion and LAX Wall. The Recreation Committee raised concerns about the location of the LAX Wall, as the preliminary concept is for it to be located by the Tennis Courts. Ultimately, the project's engineer will decide the location and it will be fenced for the safety of all park users who walk by the new amenity. The Recreation Committee prefers the location to be by the Snack Shack.

**NEW BUSINESS:**

- The Centennial Committee is recruiting members. Monthly meetings should be set up for the team to begin the planning process.
- Explore Capital Improvement Funding for Signage at facilities, which was a part of the Master Plan.
- Create a Project Tracker for the Borough to see what has been tackled and to track timeline on Capital Projects.
- Provide a summary of what was discussed at the previous meeting to the Recreation Committee, as well as the Project Tracker.

ADJOURNMENT:

The meeting was adjourned by Ted Dolan at 8:10 pm