COLTS NECK TOWNSHIP
Recreation Committee Meeting Minutes
March 18, 2024, at 7:00 pm
Recreation and Parks Department
14 Heyers Mill Road

1. Chairman Cantalupo called the meeting to order at 7:00 pm.

2. Chairman Cantalupo asked everyone to join him in the salute to the flag.

3. Chairman Cantalupo, read the following Sunshine Statement: "The notice requirements of the New Jersey Public Meetings Law have been satisfied by noticing the Asbury Park Press and the Colts Neck Journal stating that a regular meeting of the Colts Neck Township Recreation Committee would be held on March 18, 2024, at 7:00 pm at 14 Heyers Mill Road. A copy is on file in the office of the Township Clerk."

4. Roll Call by Secretary, Ms. Byrne indicated the following:

Present:	Township Liaison Viola, Chairman Cantalupo, Mr. Montalvo, Mr. Sikorskas, Mr. Garito, Ms. Sullivan, Ms. Kronstedt, Mr. Maguire, Mr. McNally
Also Present:	Mr. Marques, Director Recreation and Parks, Ms. Byrne, Administrative Assistant Recreation and Parks
Absent:	Mr. Wild, Mr. O'Connor, Mr. Fitzpatrick
Public Present:	Mr. Alan Ryan, Secretary CNFD # 1

5. **Discussion Items**:

Committeeman Viola stated the 2024 Budget will be reviewed next week with approval expected next month. Mr. Marques is working on Spring activities. He reminded everyone about brush pickup and clean-up day guidelines. If you were at Town Hall recently you would have seen the work being done to replace the cupola at the Annex building. The work is scheduled to be completed by Memorial Day and the area will be ready for the parade.

Approval of Minutes

Chairman Cantalupo called for comments. Hearing none, Chairman Cantalupo called for a motion to approve the February 20, 2024, minutes. On a motion by Ms. Sullivan and seconded by Mr. Garito the minutes. Chairman Cantalupo stated minutes are approved.

COLTS NECK TOWNSHIP
Recreation Committee Meeting Minutes
March 18, 2024, at 7:00 pm
Recreation and Parks Department
14 Heyers Mill Road

6. Old Business

a. Field Use and Fees/Sub Committee Request – Chairman Cantalupo asked Committeeman Viola if the Township Committee discussed the need to form a subcommittee for this topic. Committeeman Viola explained a subcommittee can be formed from this committee. Mr. Marques noted he shared surrounding town field fees at our last meeting and Colts Neck is the range with field fees of surrounding towns. He also shared information related to Green Acre rules. Ms. Sullivan asked if the Green Acres rules addressed fees for residents vs. nonresidents. Mr. Marques added a town can charge more for non-residents, but that fee can only be up to twice the resident fee. Mr. Marques will email the Green Acre information to the committee. Chairman Cantalupo volunteered to be on the sub-committee and asked for volunteers. Mr. Montalvo, Mr. Maguire, and Mr. McNally volunteered to be on the subcommittee. Chaiman Cantalupo noted they would meet in person and/or via Zoom. Chairman Cantalupo plans to have a read out and decisions made via the sub-committee to share at our May meeting.
b. Easter Egg Hunt was a success with over seventy children in attendance. Mr. Marques noted the weather was great, he made a change to the format and set up the Pre-K/K children near the building and had the older children use the open field. The Easter Bunny was in attendance for photos. Several Flag Football children joined after their practice at Five Point Park. He stated the Woman's Auxiliary did a wonderful job organizing the event with coffee and donuts. He also added the company that provides stuffed toy eggs employs special needs adults. Overall, it was a great success!
c. Pickleball/Tennis Update - Mr. Marques announced the courts opened on Friday. USA Pickleball clinics are coming for beginners to skilled players, dates to be determined. USA Pickleball will provide $350 worth of Pickleball equipment to the Township. In exchange, they would advertise the Laird Road Courts on their website. Signage with numbers for the courts have been ordered. Ms. Sullivan asked how do the courts transition to Pickleball. Mr. Marques explained the pickleball nets are on wheels and are easy to move onto the tennis courts. Ms. Kronstedt suggested not advertising our courts with the USA Pickleball. Ms. Kronstedt added, by not advertising the courts it would leave more time for residents.
d. Walking Group – Mr. Marques started a walking group every Monday at 9:00 am. The March weather has been a challenge, yet he will continue the schedule through April. He may change the time if necessary.
e. Summer Camp Update – Mr. Marques shared Cedar Drive Middle School is undergoing construction projects and will not be available for our summer camp. Mr. Marques also checked with Colts Neck High School; they too have no space for Summer camp. He has reached out to the School District

Business Education Administrator and neither Primary nor Conover Elementary schools are available for our summer camp due to their own summer programs. He has contacted the Business Office a second time, emphasizing we are flexible and are willing to revise camp start and end times if necessary to utilize five classrooms at either school. Chairman Cantalupo asked Committeeman Viola who from the Township Committee could reach out to the school board. Mr. Viola replied, Deputy Mayor Tara Buss is the Township Liaison for the schools. Mr. Marques noted he has been updating/communicating with Town Administrator Capristo. Mr. Viola asked Mr. Marques what his timeframe for a decision is, Mr. Marques stated in the next day or two. The Summer Camp alternative would be to use the Community Center at Bucks Mill.

7. New Business

a. Memorial Day Parade – Chairman Cantalupo asked Committeeman Viola if the Mayor has decided on the Grand Marshall. Mr. Viola stated Mayor Rizzuto is working on his choice for Grand Marshall for the parade. Chairman Cantalupo asked Mr. McNally if there should needed to be any changes to the Bicycle Contest. Mr. McNally shared the location is good. If there are any changes that are needed, we can make them at the last minute if necessary. Ms. Kronstedt agreed the set up works well. It was noted some children arrived after the contest judging ended. It was suggested to add an arrival time for all participants for the contest poster, with no exceptions. It was also suggested to have ribbons for children who did not receive a trophy. Committeeman Viola added to tell your friends and promote to sign up for the notification feature on the town website. Alerts could be sent out for all events. Users will not receive multiple notifications. Ms. Kronstedt suggested having a QR Code to scan for the notification feature on the Township website. She added adding a poster with the QR code have a table at the bicycle contest/parade for residents to sign up for the notifications. All agreed to have a table at every Recreation Event to sign up residents. Mr. Marques confirmed he is set with the trophies for the bicycle contest. Chairman Cantalupo asked Mr. Montalvo if he would arrange for the ice cream truck as he did in previous years. He confirmed he would. Mr. Alan Ryan explained his wife oversees the hot dogs for the parade. He reminded Mr. Marques Fire House # 2 will need Port O Johns ordered. Mr. Ryan shared last year people showed up to the Fire House before the doors were open and they were hungry. This year his son and others will hand out bags of chips prior to the doors opening. Mr. Ryan requested Mr. Marques to call him from the ceremony to advise him when the doors of the Firehouse should be open. He will not open the Firehouse doors until he receives a call from Mr. Marques. Mr. Ryan will be receiving a soda donation; bottles of water will be set up in

front of the Fire House. Mr. Cantalupo reminded Mr. Marques to arrange with Shamrock Bus Company for the Jitney to drive people to and from Town Hall to the ceremony and contact Pebble Creek for the golf carts. Mr. Alan asked if there will be a face painter, if so, please contact him. He will arrange a spot for the person to set up at the Fire House. Mr. Marques stated last year the Girl Scout wagon was stopped towards the back of the parade and they were not aware the ceremony had started. Other groups may not know to be quiet when walking closer to the cemetery. Mr. Cantalupo suggested we need someone to keep the parade moving to the cemetery. It was noted the Sports Foundation is also towards the end of parade. Mr. McNally noted Mr. Hennessy did a great job moving people along the parade route to the cemetery. Ms. Sullivan suggested asking the Fire Police to move the marchers up towards the cemetery. Mr. Ryan stated the Fire Police would be happy to assist.

b. Spring/Earth Day/Stewards of the Parks Clean up in April – Mr. Sikorskas noted a contact needs to be named for Schlesinger Preserve. Mr. Marques will revise the listing and email the committee.
c. Opening Day Baseball/Softball Kickoff April 6th Updates - Mr. Montalvo requested a container be delivered to Laird Road for the Sports Foundation to prepare the park for April 6. Mr. Marques is working with members of the Sports Foundation in preparation of the event.
d. Vice Chair Update – Mr. Marques spoke to Administrator Capristo for information as to the process for a committee to select a Vice Chair. The township counsel advised the committee Chairman could ask if someone would like to volunteer to be the Vice Chair in the event Chairman Cantalupo could not attend a meeting. Mr. Montalvo volunteered to act as Vice Chair when necessary.
e. Senior Update – Mr. Sikorskas shared a list of upcoming trips the club will be taking, including a 3 night/4day trip to Newport, RI in September. The club has approximately 270 members.
f. Sounds of Summer Update – Mr. Marques stated nine bands have been selected for weekly concerts from June 6 to August 15. A variety of Country, Blues, Classic Rock, and Pop. Mr. Garito asked about the Town requesting bands for Insurance. Mr. Marques is working with the Township Insurance company to ensure we are covered. Mr. Garito stated most bands do not have Insurance. This will impact booking acts. Mr. Marques added this was recommended by township Insurance company to obtain a Certificate of Insurance. The decision to ask bands for Insurance is up to the Township Committee. Mr. Garito noted we may lose half of the bands. Mr. Cantalupo questioned the purpose of asking the bands to provide insurance what does the band protect the town from. Ms. Sullivan shared the Trail Riders pay $400 for a Certificate of Insurance for their events. The Township is the promoter. Mr. Cantalupo asked what’s the risk to the band.

g. Review Capital Asset Memo of November 2019 – Chairman Cantalupo reviewed the document. 1)Trail Maps and Markings 2) BMP Community Center Bathrooms, Floor and Safety Features 3) Footbridge Connecting Big Brook and Schlesinger Preserves 4) Pickleball Court Conversion or Construction. Additional playgrounds NE Corner of Cedar Drive entrance and at Five Points near the turf field, BMP replace existing playground (i.e. slide without side rails), Town Hall – Lighted fountain for ponds and additional windmill. BMP paved entrance, create parking area for horse trailers, new entrance signage, speed bumps, bocci or horseshoe courts by lake and pavilion. Cedar Dr. BOE basketball and tennis courts need to be replaced. Laird Rd. add walking path and fencing around park. Big Brook Preserve – install traffic calming on Hillsdale Road. Obre Preserve – parking. Five Point paving roadways with traffic calming, turf field bleachers and seating, stair completion to turf field, DeAngelis Property improvements (i.e. restrooms, snack facility, bench, CNSF shed for equipment. Freer Preserve – fencing near ravine. Chairman Cantalupo asked Committeeman Viola status on the Five Point bathrooms. Committeeman Viola explained the project is on hold, as the bids were too expensive. Chairman Cantalupo plans to have the ad-hoc committee present a revised document at our April 15 meeting.

8. Comments from the Public – None

9. Adjournment

As there was no further business, Chairman Cantalupo called for a motion to adjourn. Committeeman Viola made a motion to adjourn; Mr. Montalvo seconded the motion. Chairman Cantalupo adjourned the meeting at 8:05 pm.

Sincerely,
Barbara Byrne
Secretary