

**Recreation Committee
August 14, 2018
Special Meeting Minutes**

FLAG SALUTE: Led by Chairwoman S. Rude at 7:05pm.

ROLL CALL: Vice Chairman Rob Kowalski, Chairwoman Sue Rude, Katie Rotondi, Scott MacKenzie, Karen Ruitenberg, Stephen Fischer, Oscar Fernandez

Also Present: Recreation Committee Secretary Valerie Galizia

Not Present: George Hudock, Joelle Brownlee, and Tim Duvelsdorf

STATEMENT: Chairwoman S. Rude stated that this meeting is being held in compliance with the provisions of P.L. 1975, Ch. 231, 4 & 13 of the Sunshine Law and that adequate notice of said meeting has been published in the New Jersey Herald being the Daily & Sunday editions as to time, place, and date, and is posted in the usual location of posted notices in the municipal building.

OATH OF OFFICE

SWEARING IN OF RECREATION COMMITTEE MEMBER

Karen Ruitenberg- 5 Year Unexpired Term (Expires 12/31/2020)
Stephen Fischer- Alternate #1- 4 Year Term (Expires 12/31/2021)

Recreation Committee Secretary V. Galizia administered the Oath of Office to K. Ruitenberg and Stephen Fischer.

PRIORITY DISCUSSION

1. Fall Festival/Oktoberfest- Saturday, October 13, 2018

Chairwoman S. Rude stated that the Special Meeting was set for this evening to discuss the options for the Fall Festival this year and asked for an update on what has been done so far.

K. Rotondi stated that after speaking with Township Administrator Jessica Caruso and the Township Committee, that she had received a few concerns regarding the Fall Festival. She stated that the Township Committee feels that there should be at least 20 volunteers there throughout the day at all times to watch over the beer tent and other activities at the Fall Festival. They would also like to have a formal plan put together including have a drawn out layout of where everything would be occurring at the park, who is serving and pouring the alcohol, what the limit on drinks will be, and how much is the event going to make.

Vice Chairman R. Kowalski stated that he can look into seeing if he could get one or two volunteers from the Sheriff's department to come stand in the beer tent the day of the event to have some added security.

Vice Chairman R. Kowalski asked Secretary V. Galizia to check to see if the non-profit has to subside in Hampton Township to apply for the Social Affair Permit.

The Recreation Committee discussed other businesses in Hampton Township that have liquor licenses that could get a Catering Permit, as well as other options such as the Hampton Diner, Boomer's Bar & Grill, Applebees, George Delgado of George's Wine & Spirits, and the Stillwater Fire Department; who would need to do a Social Affair Permit.

Vice Chairman R. Kowalski stated that there are two bartenders that have already offered to volunteer their time to pour at the Fall Festival if needed.

S. MacKenzie stated that he volunteers to stand in the beer tent and that it would be good if the Recreation Committee could get one other Township Committeeman to stand in the tent as well.

K. Rotondi stated that she will look into the '21' bracelets to be used for keeping track of drinks.

S. MacKenzie stated that in the formal plan it should also address how the money would be handled. Who would be responsible for it, who would get change if needed, where it will go at the end of the day, how it will be counted, etc. Also, what is the money going to go towards?

Vice Chairman R. Kowalski stated that he wanted to suggest giving the proceeds from the beer tent to a local charity. Chairwoman S. Rude stated that she didn't think that was possible for the Recreation Committee to donate money. The issue had come up when B. Crawn had wanted to donate the 5K proceeds to a certain charity and Recreation was told that they could not make donations. The other issue with that is that people may assume favoritism if one organization or family is picked over another.

The Committee agreed that 6 people in the tent at all times as well as 2 people at the entrance & exit should be adequate coverage. There would be another person to collect the money & make change. If the stack of money gets too large it can be taken into the Municipal Office and locked in the office until Monday. There will be two people to sign off on the money at the end of the event.

The Committee discussed the two possible layouts for the Fall Festival. They said that if the beer tent is allowed to be in the park then it will be set up in a location that doesn't hold water in the event of bad weather. The food truck could be put on the basketball court or could serve out of the pavilion. The beer tent could also be set up over the basketball court with the support poles reaching on the other sides of the court. A tent would also be needed for the band.

If the beer tent needs to be in the parking lot then parking could be done at the KRHS parking lot and people could walk over to the Hampton parking lot using the service road. The band could also set up in the parking lot and corn hole tournament could be set up close by in the park.

S. MacKenzie stated that he could go with K. Rotondi to the Hampton Diner to speak with Jimmy to see if they would be interested in getting a Catering Permit for the event to sell beer and if they may be interested in doing food out of the pavilion. They could possibly contact George's Wine too to see if they would be interested in doing wine tasting.

Vice Chairman R. Kowalski stated that he was doing research on the corn hole sets and found a company that can run the whole corn hole tournament. They supply the boards, do the scoring, and handle the tournament. He will contact them to see what they charge. He stated that he also found a company in Belvidere that do custom corn hole board sets and that maybe they would be interested in being a vendor at the Fall Festival.

S. Fischer suggested having a bocce ball set at the Fall Festival as well that Hampton has the bocce ball court and that it would be a fun addition to the day.

Vice Chairman R. Kowalski asked if the committee was interested in having vendors at the Fall Festival then he would contact C. Doone to see if she's available to reach out to vendors for the day. There would be no vendor tent like at Hampton Day though; vendors would be responsible for bringing their own pop-up tents.

Vice Chairman R. Kowalski stated that he could see if Brodhecker would donate his trailer for hay rides again for the Fall Festival and the Trunk or Treat Haunted Hay Ride.

The Committee discussed potential local bands they may be able to perform at the Fall Festival and their approximate costs. K. Rotondi will look into the different band options further.

The Committee also discussed the chance of getting sponsors for the beer tent.

OPEN DISCUSSION

K. Rotondi stated that the outdoor movie screenings were approved by the Township Committee and that the equipment would be ordered through Amazon. The Committee decided on the following dates for movie nights for the rest of 2018, pending weather: Friday, September 1st; Saturday, September 29th; Friday, October 26th. The first movie night in September would be a "Back to School" movie night with free popcorn. Hampton Square Wealth Management will be sponsoring the popcorn up to \$100 and Premier Home Theater will be supplying the pop-corn machine for the evening. Beverages will be available for purchase. Vice Chairman R. Kowalski suggested Hampton Recreation getting a Costco business membership so that bulk supplies for events can be purchased for a better price.

PUBLIC SESSION

Public Session Open. No Public Comment. Public Session Closed.

ADJOURNMENT

A **MOTION** was made by S. MacKenzie and seconded by O. Fernandez, with all members in favor, to adjourn the meeting at 9:03pm.

Respectfully submitted by,

Valerie L. Galizia
Recreation Committee Secretary