

PRINCETON BOARD OF PARKS AND RECREATION COMMISSIONERS

A meeting of the Princeton Board of Parks and Recreation Commissioners was held on December 15, 2022, in the Princeton Community Room, 400 Witherspoon Street.

- Present: Ms. Pirone Lambros, Mr. Koontz, Dr. Nosker, Dr. Cahill, Ms. Germaine, Dr. Frawley & Ms. Rogers
- Also Present: Mr. Moorhead, Ms. Paulucci, Mr. Petrucelli, Mr. Marroli, Ms. Wang, Ms. Maddox, Mr. Grosser & Mr. Hvozdovic
- Absent: Mr. Young & Mr. Burt

Closed Session – Recreation Commission Legal Authority

Closed Session was held. Municipal Attorney, Lisa Maddox was present to discuss the legal authority of the Recreation Commission per state statute.

Public Comment

No Public Comment

Corner House Student Board

Mr. Moorhead introduced a new Corner House Student Board member, Hannah Wang. Ms. Wang communicated that she is currently a senior at Stuart Country Day School. Ms. Wang noted on January 20th, Corner House will be hosting a trivia night at a new bakery and roughly 100 students are expected to attend.

Activities Report

In addition to the activities in the agenda packet, Mr. Petrucelli reported on the following:

- **Programming Update:** Mr. Petrucelli stated the main programming focus right now is Dillon Youth Basketball, and 2023 registration totals have already surpassed 2022 registration totals. About 200 youth are currently registered for the 2023 season. Mr. Petrucelli has taken over administration of the Girl's Empowerment program, which will begin in January. Summer planning has started for Day Camp, Teen Travel Camp, and sports camps.

In addition to the activities in the agenda packet, Ms. Paulucci reported on the following:

- **Employment Update:** Ms. Paulucci reported that her last day at PRD as Program Supervisor will be 12/22/22 as she will be leaving to begin a new position of employment elsewhere. Ms. Paulucci expressed her thanks and the gratitude to the Recreation Commission and staff. Mr. Moorhead stated Ms. Paulucci has had a large impact at PRD and her departure will be a major loss for the department and community.

Mr. Moorhead reported on the following:

- **Nicole Paulucci Employment Update:** Mr. Moorhead stated Ms. Paulucci's commitment to the special needs community has been outstanding. This is a bittersweet moment and PRD is sad to

lose her, but happy for her new opportunity. PRD wishes Ms. Paulucci the best and will look to hire a replacement in the coming weeks. Mr. Moorhead thanked Ms. Paulucci for her efforts as a PRD staff member.

- **Additional Staffing Updates:** Mr. Moorhead reported that PRD will not only lose Nicole Paulucci as a staff member in 2022, but that long-time Administrative Assistant and Customer Service Manager, Vikki Caines, will be retiring on May 1, 2023. Mr. Moorhead stated Ms. Caines has created an institution at PRD with her vast responsibilities and both her and Ms. Paulucci leave massive voids to fill. Mr. Moorhead also informed the Commission that one of our seven full-time Maintenance Staff is currently out on a medical leave and is dealing with a serious health issue. Mr. Moorhead is not sure when that employee will be able to return to work.

In addition to the activities in the agenda packet, Mr. Marroli reported on the following:

- **Nicole Paulucci Employment Update:** Mr. Marroli expressed his excitement for Ms. Paulucci's new opportunity and wished her the best.

Director's Report

Mr. Moorhead reported on the following:

- **Hiring Update:** The open Program Supervisor job posting is now active until 1/6/23. Once the deadline has passed, staff will review resumes and schedule interviews. Staff hopes to have seasonal job postings available in early January as we look to recruit staff for next summer. PRD will need to hire a brand-new Day Camp staff for 2023 as the program has not taken place since 2019. Mr. Moorhead asked the Commission to help spread the word that PRD will very soon have multiple seasonal positions available.
- **Park Updates:** All park restrooms have been winterized and closed for 2022. All athletic fields have also been closed for 2022. Maintenance staff has been filling in low spots at all baseball fields to level out the infields. The irrigation project at the Smoyer Park multi-purpose field has completed. This field will now have irrigation, which should help with the wear and tear considering the heavy amount of use that field receives from organized activity.
- **Mercer-at-Play Grant Update:** Mr. Moorhead sent a copy of the revised application, which was approved at the last Princeton Council meeting, to Leslie Floyd at the Mercer County office for county approval. The revised application was received by the County and should hopefully be added to an upcoming Mercer County Commission meeting agenda soon. Mr. Koontz stated that he communicated to other County officials that he would like to see the revised application as soon as possible on a December meeting, potentially on the 12/22/22 meeting. Mr. Moorhead stated staff have been lining up as many work items as possible, so all contractors are ready to move forward in 2023 as soon as the weather allows.
- **CP South Master Plan RFP Update:** Mr. Moorhead took all the recommendations and requested revisions from the special meeting that was held on 12/1/22 and sent them to Suburban Consulting for review. Suburban Consulting made the requested revisions to the scope of work and sent the full proposal back to Mr. Moorhead. Mr. Moorhead created a memo with the revised proposal from Suburban and the contract is now slated to be voted on at the 12/19/22 Council meeting. Mr. Moorhead thanked the CP South Master Plan sub-committee for their efforts in moving quickly on a revised scope of work. Dr. Nosker asked if the price of services

rendered in the revised contract had changed. Mr. Moorhead stated the price of services rendered has increased slightly from their initial proposal due to the additions to the scope of work and additional meetings that have been added.

- **Pickleball Update:** The pickleball sub-committee also met recently to review the usage of the lined courts, as well as the current contract with PTP. The plan is to work with PTP and negotiate an addendum to the contract to include continued use of allowing recreational pickleball on the shared multi-use courts. Dr. Nosker asked if Mr. Moorhead knew the exact date as to when PTP needed to be notified before the contract officially renews for the future. Mr. Moorhead stated he doesn't have the answer to that question just yet. Dr. Cahill believes the date of notification is soon and wants to ensure the contract does not automatically renew into the next 3-year term without notification. Mr. Koontz stated his curiosity as to why PTP does not have a desire to add pickleball programming to their program offerings. Dr. Cahill stated several other businesses that offer pickleball are for-profit entities, which are able to make quicker decisions with regards to program offerings as opposed to PTP, who operate with a board.

Old Business

No Old Business. Dr. Cahill stated that she has additional questions on the state statute regarding the Recreation Commission's Authority on which she'd like clarification on from the municipal attorney. Dr. Cahill would like clarity on the outcome of the Rutherford case that was mentioned in closed session and how some of the advice relates to the structure of the Recreation Commission in Princeton. Mr. Hvozdovic advised Dr. Cahill to create a list of questions to send to Mr. Moorhead, who will then forward them to Mr. Hvozdovic for review. Mr. Koontz requested Dr. Cahill share her list of questions with the rest of the Commission for review prior to sending them to staff.

New Business

- a) **Commission Meeting for 2023:** Staff presented the Commission with two options for 2023 schedule; Option A – similar to '22 with 11 meetings (no September meeting) or Option B (monthly meetings, 12 total). Mr. Koontz made a motion to authorize option B for the 2023 Commission Meeting Schedule, seconded by Dr. Frawley and approved.
- b) **Appointment of Commission Chair for 2023:** Tabled to the January 26, 2023, Commission Meeting. The appointment of a new Commission Chair needs to wait until after the Council conducts their annual re-organization meeting in January. Mr. Koontz asked the Commission if they should also appoint a Vice Chair, along with a new Chair. Ms. Rogers commented in the past, there used to be one Chair from both the Township and the Borough, and this was referred to as the Management Committee. After the Township and Borough merged, the Recreation Commission only appointed a single Chair. Mr. Hvozdovic commented that the ability to appoint a Vice Chair may depend on what is listed in the enabling ordinance, and it should be reviewed. *Discussion was held.*

Communications

Communications were shared in the agenda packet.

Approval of Minutes

- **November 17, 2022:** Mr. Koontz mentioned he was mistakenly referred to as Dr. Koontz in one sentence in the November minutes and would like this edited. Mr. Koontz made a motion to approve the minutes, seconded by Ms. Germaine and approved. Dr. Frawley abstained.

Approval of Bills

- Dr. Frawley asked what the \$500 bill for Platform Tennis included. Mr. Petrucelli stated that it is for apparel for the Women's Platform Tennis participants. Dr. Frawley made a motion to approve the bills, seconded by Ms. Rogers and approved.

Next Meeting Date

January 26, 2023