

**Franklin Borough**  
**Recreation Committee**  
**Minutes for**  
**August 15, 2019**

The meeting was called to order at 7:10 PM by the Chairwomen, Ms. Sanchez, who then led the assembly in the flag salute.

Mrs. Sanchez read the Statement of Compliance pursuant to the "Open Public Meetings Act, Chapter 231, PL 1975."

ROLL CALL OF MEMBERS: Mrs. Christina Sanchez Chairwoman (Present)  
Mr. Concetto Formica Co- Chairman (Present)  
Mr. Anthony Marino (Present)  
Mrs. Bobbi Formica (Present)  
Mr. Scott Davis (Present)  
Mrs. Holly Sollitto (Absent)  
Mr. Patti Carnes (Absent)  
Mr. Joe Limon (Present)  
Mayor Giordano (Absent)

**APPROVAL OF MINUTES:**

Mrs. Sanchez asked for a motion to approve the meeting minutes from July 25, 2019 meeting. Mr. Formica made a motion to approve the July 25, 2019 meeting minutes. Seconded by Mr. Davis.

**Upon Roll Call Vote:**

**AYES Mrs. Sanchez, Mr. Formica, Mr. Marino, Mrs. Formica, Mr. Davis**

**NAYS: ABSTENTIONS:**

**Approved**

**OPEN PUBLIC SESSION:**

There was no one from the public present.

**COMMITTEE REPORTS:**

**Treasurers report** - Mrs. Formica gave a brief treasure's report giving a summary of the recreation accounts and their available balances.

**OLD BUSINESS:**

**Fluorescent 5K -**

Mrs. Sanchez stated that they did receive a donation in the amount of \$150.00 from Technology General Corp. Mrs. Sanchez stated TGC actually called looking to sponsor the carnival and when Mrs. Sanchez told him the committee was working on the 5K sponsorship at this time TGC said they would be more than happy to donate \$150.00 for refreshments at the finish line. Mrs. Sanchez stated that she explained that as soon

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as the committee came up with a sponsorship packages, she will reach out to TGC/Mr. Fletcher.

The committee went on to discuss what supplies they still needed to collect as far as materials that can be borrowed from fellow rec members.

Mrs. Formica gave a brief summary of supplies that still needed to be purchased.

Mrs. Formica stated that Walgreens donated 10 cases of water for the 5K.

Mrs. Sanchez stated that the boy scouts will be volunteering.

Mr. Davis stated he has four scouts and four adults confirmed to help at the race.

Mr. Davis stated he knows more will show the day of the event.

Mrs. Sanchez stated that the committee will need to make signs. For SB One Bank and for the water Sponsor (Walgreens)

There was a brief discussion on what time members should arrive that day to help set up.

The committee briefly discussed how many participants are registered. The committee was hopeful that there would be 100 or more by the time the race started on Saturday.

Mrs. Formica asked if the medals would be put in the race bags or would the racers receive them when they turned in their race chips at the end of the race. The committee agreed that participants would receive their medals at the end of the race.

Mrs. Sanchez briefly touched on prizes for the best dressed team and for the best decorated house. The committee agreed to get a \$50.00 gift card for best dressed team and \$25.00 for best decorated house.

Mrs. Sanchez stated that Alison has not confirmed with the committee on when and where the DPW guys will be dropping off the cones, garbage cans and tables. The recreation secretary stated that she would ask Alison to confirm with the DPW guys and send recreation an email confirming the time and place of where and when the supplies will be dropped off.

Mrs. Sanchez went on to explain what needed to be done as far as glow zones and materials that

need to be purchased. Mrs. Formica suggested a few different places to have the glow zones stationed. Mrs. Formica suggested to have water stations displayed near the glow zones so the tables and tents could easily be watched over, especially if there are not enough volunteers the night of the event. The committee agreed and discussed a few different options for glow zone stations and water stations.

The committee addressed that there needs to be members/ volunteers to man the registration table, finish line, refreshments, clean on the race route, etc.

**CARNIVAL**

The committee spoke at length about the upcoming carnival and possible sponsorships.

Mrs. Sanchez stated as discussed before TGC/ Mr. Fletcher is looking to be a sponsor. Mrs. Formica also stated that she received the pamphlet from Shoprite for what needs to be done on

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our end for them to consider being a sponsor or donating to the carnival. Mrs. Formica went on to go over last year's sponsors and what the committee received as donations.

Mrs. Sanchez stated that she believes that expenses this year will be a lot less than last year.

Mr. Formica asked what exactly our expenses will be this year.

Mrs. Sanchez listed the expenses that she foresees, decorations, bands, entertainment and possibly providing something for free. Mrs. Formica stated like the hot air balloon ride. Mrs. Sanchez also suggested the mechanical bull.

**Entertainment**

The committee went on to discuss entrainment and bands. The committee discussed at length different band options and scheduling of bands and what times and days would work best for the bands/ entertainment. Mrs. Sanchez stated that we would be able to narrow times and bands down further at the next meeting.

**Gaming Trailers**

Mrs. Sanchez touched on the gaming trailers. Mrs. Sanchez stated at this point there are no organizations interested in gaming trailers. Mrs. Formica stated that she would send out a last call email, asking if anyone was interested in gaming trailers. The recreation secretary stated that all paper work and or inquires that are interested in having a gaming trailer must be in not later than August 30<sup>th</sup> in order for everything to be proceed in time for the Carnival.

**Vendors** – Mrs. Sanchez stated that there are currently two applications in and they are both non- profits.

Mrs. Sanchez stated that she is more interested in the food vendors.

Mrs. Sanchez would like to have a cut off of no more than 10-15 nonfood vendors. The committee was in agreement.

**Advertising**

The committee had a discussion on what they wanted to do as far as advertising for the carnival. Mrs. Sanchez stated that we already decided as a committee to go ahead with the billboard with the company OUTFRONT. The committee discussed other options such as radio, Valpak, local news (channel 12) and social media. The committee ultimately decided to just go with the billboard and distributing flyers to residents and asking local business owners in our area, Ogdensburg, Hardyston, Hamburg if a flyer could be hung in their businesses.

Mrs. Sanchez stated that we need to have the approval of the bulletin board on the agenda for this upcoming Council meeting.

Mr. Formica suggested that the committee come up with an overall budget for the carnival. The committee was in agreement and came up with a \$5,000-dollar budget to have approved by council.

Mr. Formica stated that we should vote on asking for the council to approve \$5,000 dollars for advertisement, entertainment, decorations and any other miscellaneous items. The committee was in agreement.

Mrs. Sanchez asked for a motion.

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**Mr. Formica** to ask the council for their approval to spend up to but not to exceed \$5,000 for the carnival on advertisement, entertainment, decorations and any other miscellaneous items for the carnival this year. Seconded by **Mr. Davis**.

**Upon Roll Call Vote:**

**AYES Mrs. Sanchez, Mr. Formica, Mr. Marino, Mrs. Formica, Mr. Davis**

**NAYS: ABSTENTIONS:**

**Approved**

**NEW BUSINESS:**

Field Use Application - Walkkill Valley Flag Football Application

There was a brief discussion among the board members. Mr. Davis clarified times and days that the other organizations worked out among them selves so that there would be no double booking as far as the field use.

Mrs. Sanchez asked for a motion.

Mr. Formica made a motion to approve the Walkkill Valley Flag Football field use application.

Seconded by Mr. Davis.

**Upon Roll Call Vote:**

**AYES Mrs. Sanchez, Mr. Formica, Mr. Marino, Mrs. Formica, Mr. Davis**

**NAYS: ABSTENTIONS:**

**Approved**

Mrs. Formica stated that all other business having to do with field use needs to go through the chair and vice chair along with Michelle who will then follow-up with Monica. Mrs. Formica explained that the members need to stay out of all the other details other than arranging the times and days the field is being used and by what organization. The committee was in agreement. The committee also agreed on working on making changes to the existing field use ordinance. Mrs. Sanchez stated that that would be something we look at and address once the carnival is over. The committee agreed.

There was a long discussion on whether or not the recreation committee would allow the Walkkill Little League fall ball be allowed to use the field for fall ball this year if they did not submit another application and payments. Mr. Formica explained that when he was speaking to the town attorney, the attorney explained it as if they were reserving the field for both seasons but only paying for one. Mr. Formica stated that they need to submit another application along with payment for the fall season. Mr. Formica stated that that payment would be going into the escrow account which is then essentially returned to them through maintenance of the field.

Mrs. Sanchez stated that she would have no problem talking to Brain and explaining to him what the organization has paid in the past years in reference to paying for the correct seasons.

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Mr. Formica stated that the payment they submit just goes back to them in the form of maintenance of the field and or equipment on the field. The committee understood and suggested that Mrs. Sanchez reach out to Brian and talk to him about the application fees and the timing of the seasons.

**MISCELLANEOUS COMMENTS:**

Mrs. Formica stated that the issue with the ASCAP License has returned. Mrs. Formica stated that they keep billing Monica stating that the license has to be renewed.

Mrs. Sanchez stated that they are not holding any events as a recreation committee that would need to renew this license. Mrs. Sanchez stated it is unnecessary for the recreation committee to renew the ASCAP license. The committee agreed.

Mrs. Formica stated that per Monica's request Monica needs something in writing from the recreation committee stating that the recreation committee did not want to renew the ASCAP license. All of the members were in agreement.

**ADJOURNMENT:**

**Mr. Limon** made a motion to adjourn the meeting. **Seconded by Mrs. Formica.**

**All were in favor.** The meeting was adjourned at 8:13 PM

Respectfully submitted,  
Michelle Babcock  
Recreation Secretary