

**Franklin Borough**  
**Recreation Committee**  
**Meeting Minutes for**  
**September 7, 2023**

This meeting was called to order at 7:00pm by the Chairwomen, Mrs. Formica, who then led the assembly in the flag salute.

Mrs. Formica read the statement on compliance pursuant to the "Open Public Meeting Act, Chapter 231, PL 1975"

**ROLL CALL OF MEMEBERS:**

Mrs. Bobbi Formica – Chairperson (present)  
Mrs. Patti Carnes - Co-Chairperson (present)  
Mr. Concetto Formica – Member (absent)  
Mrs. Sandra Westermann – Member (absent)  
Mr. Eric Maynard – Member (present)  
Mr. James Affinito – Member (absent)  
Mr. Frederick Babcock – Member (present)  
Mrs. Rachel Heath - Council Liaison (present)  
Ms. Suzann Brush – Secretary (present)

**APPROVAL OF MINUTES:**

- **August 3, 2023** – approved

Mrs. Carnes made a motion to approve meeting minutes for August 3, 2023.

Mr. Maynard second the motion.

**Upon Roll Call Vote:**

**AYES:** Mrs. Formica, Mrs. Carnes

**NAYS:**

**ABSTENTIONS:** Mr. Maynard, Mr. Babcock

**APPROVED**

**OPEN PUBLIC SESSION #1:**

No one in attendance.

**COMMITTEE REPORT**

**Treasure's Report:**

- Reviewed report
- Committee wants to know if they can move money from one account to another within the general trust. Secretary to follow-up.

**OLD BUSINESS:**

- Bus Trip:
  - Wind Creek – Bethlehem:
    - Plan tentatively around the holidays
    - Table
- Residents' vs First Responders Softball Game:
  - Postpone until Spring 2024

**NEW BUSINESS:**

- Boy Scouts:
  - Kayak Racks:
    - Signage/Logistics
    - Can not charge a fee to store kayaks, otherwise project cannot be used as an Eagle Scout project.
    - Need signs for kayak rack and launch.

- Table
- Field Use:
  - Walkkill Valley Softball – Fall Season:
    - Softball Field – 8/8/23 through 11/15/23 – approved
  - Walkkill Valley Youth Football & Cheer – Fall Season:
    - Football Field – September 2023 through November 2023

Mrs. Carnes made a motion to approve field use for the Walkkill Valley Softball and Football and Cheer for the Fall Season.

Mr. Babcock second the motion.

**Upon Roll Call Vote:**

**AYES:** Mrs. Formica, Mrs. Carnes, Mr. Maynard, Mr. Babcock

**NAYS:**

**ABSTENTIONS:**

**APPROVED**

- Tina Romano – Onda Yoga & Wellness:
  - Check with Borough Administration to see if they are allowed to charge a fee.
  - Recreation verbally agreed on the field use request, areas are not on the regular usage fee schedule.
  - No chargeable fees.
- Walkkill Valley Baseball – Unpaid lighting fee for Fall Season:
  - Email communications were sent on 8/25/23, 8/30/23, and 9/6/23 – No response received.
  - If lighting fee is not paid by the end of the Fall Season the security deposit will be forfeited, with a remaining balance of \$50 still due.
- Field Use Security Deposits:
  - Previously unreturned security deposits are being reviewed by the finance depart, and will be returned (if applicable) to the appropriate organization.
  - Effective immediately, security deposits can be rolled over from season to season within the same year. At the end of the final season all security deposits will be returned by the end of each year.
  - Return request forms need to be used per CFO.

Mrs. Carnes made a motion to approve field use security deposit return policy; all deposits will be returned by the end of each year, and can only be rolled over season to season within the same year.

Mr. Babcock second the motion.

**Upon Roll Call Vote:**

**AYES:** Mrs. Formica, Mrs. Carnes, Mr. Maynard, Mr. Babcock

**NAYS:**

**ABSTENTIONS:**

**APPROVED**

- Halloween Party – Oct. 28, 2023:
  - No Trunk-or-Treat
  - Parade @ 12:00pm following traditional route, ending at the Firehouse.
  - Party @ 5:00pm
    - Fireman’s Pavilion
    - DJ (check prices)
    - Costume contest
    - Table
- Franklin Band:
  - Folding Charis
  - 2024 Concert in the Park Events
  - Mrs. Formica is going to follow-up by email.

## **OPEN PUBLIC SESSION #2:**

No one in attendance.

## **MISCELLANEOUS COMMENTS:**

- 9/11 Memorial:
  - Aldo Sanchez – DJ Services
    - \$200 (pending invoice)
    - Mrs. Formica review
  
- Essential Group:
  - Invoice
  - Secretary to follow-up and confirm invoice, process for payment if valid.
  
- Next Meeting:
  - September 21, 2023 – canceled
  - October 5, 2023 – as scheduled
  
- Secretary to follow-up with Mr. Formica regarding vendor used to order park benches.

## **AJOURNMENT:**

Mrs. Formica asked for a motion to adjourn the meeting.  
Mrs. Carnes made the motion. Seconded by Mr. Maynard.  
All were in favor. \*The meeting was adjourned at 8:00pm