

Franklin Borough: Recreation Committee

Meeting Minutes for

September 3, 2026

This meeting was called to order at 7:00pm by the Chairperson, Mr. Babcock, who then led the assembly in the flag salute.

ROLL CALL OF MEMBERS:

Mr. Fredrick Babcock – Chairperson (present)
Mr. James Affinito - Vice-Chairperson (present)
Mrs. Crystal Talmadge – Member (present)
Mrs. Christine Affinito – Member (present)
Mrs. Rachel Heath - Council Liaison (present)

APPROVAL OF MINUTES: August 13th minutes - Approved

Overview

The committee reviewed upcoming community events, budget adjustments, and administrative updates regarding municipal coordination.

The Franklin Borough recreation committee met to discuss budget reallocations, upcoming community events, and administrative improvements.

Event Planning

9/11 Memorial

- Christine reported that funds were reallocated from cancelled events like the 5k movies at the pond to cover unexpected costs for the 9/11 Memorial, including electrical and supply expenses totaling approximately \$1,700.
- The memorial event is set for the 25th anniversary with lights, pavers, and benches installed. Jim noted that most county commissioners are attending, though the governor's office and senator's office may only send representatives.
- A priest is being sought to perform the opening prayer. Recommendation – Chaplain Christine Lemay

Community Outings

- Jim provided an update on the Mets Game this Saturday at 1:00 PM; 18 people are currently signed up.
- There are 25 people registered for the Casino Trip.

Seasonal Festivals

- Jim is coordinating the October 17 Food Truck Festival, which currently has five food trucks and eight vendors confirmed.
- For the November 14 Vendor Fair, Jim is re-measuring the room to determine exact capacity after initial plans suggested anything over 40 tables would be too crowded.
- Melissa from the PTO discussed the Halloween party and trunk or treat. The committee proposed moving the parade to 2:00 PM to better align with the party and avoid darkness.
- Parade proposed at 2:00 PM → Trunk-or-Treat at ~2:30 PM → Party at ~3:30 PM (continuous flow to keep families engaged).
 - Joint promotion: newsletter, socials, yard sign near school (pending admin OK).
 - Candy drive: “monster box” collections at Senior Center and Borough Hall (pending permission); Rec will promote.

Administrative Updates

Operational Issues

- Jim requested that football pads be moved out of the concession stand to clear space for future food service opportunities.
- There was a discussion regarding a storage room off the senior center that requires further cleaning by the DPW due to mice droppings.

Operations and admin:

- Point of contact: Christine to interface with Borough (Colleen) for email, applications, payments/POs, and coordination.
- Improve PO/requisition flow: Committee provides vendor info early (incl. W-9 if needed); Borough to create POs and handle cards (Walmart/Weis/Amazon) per approved motions.

Committee Management

- Explore posting for a Recreation Secretary (stipend) or designated Borough liaison to attend at least one monthly meeting and handle meeting-adjacent paperwork.
- Christine noted she has gained access to recreation email and is working to streamline communication with Colleen.
- Questions remain regarding the efficiency of the current financial process and how to better coordinate with borough employees like Corey on invoices and requisitions.

Financial Decisions

- The committee approved a motion to purchase a new crown for Miss Franklin not to exceed \$45 via Amazon.
- The committee approved waiving field use fees for the Boy Scouts for their September 13 open house and their October cleanup event.

AJOURNMENT:

Mr. Babcock asked for a motion to adjourn the meeting.

Mr. Affinito made the motion. Seconded by Mrs. Talmadge

All were in favor. *The meeting was adjourned at 8:20pm