

**PRESENT:**

**ABSENT:**

**ALSO PRESENT:**

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

**A G E N D A**

**MONMOUTH COUNTY BOARD OF  
RECREATION COMMISSIONERS:**

**REGULAR MEETING: MONDAY,  
MAY 5, 2014– 7:00 PM**

**THOMPSON PARK VISITOR CENTER, “BEECH ROOM”,  
1<sup>ST</sup> FLOOR, 805 NEWMAN SPRINGS RD, LINCROFT, NJ**

A. Roll Call \_\_\_\_\_ PM – By \_\_\_\_\_

B. Statement of Adequate Public Notice – Read by \_\_\_\_\_

*Salute to the flag and the Pledge of Allegiance followed by a moment of silence.*

C. Approval of MINUTES—REGULAR MEETING: MONDAY, APRIL 21, 2014  
(Excused: Commissioners Harmon, Hennessy and Hood)

---

---

D. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:  
MONDAY, APRIL 21, 2014. (Excused: Commissioners Harmon, Hennessy and Hood)

---

---

E. Approval of 2013 VOUCHER LIST

---

---

F. Approval of 2014 VOUCHER LIST

---

---

G. SECRETARY—DIRECTOR’S REPORT:

H. BOARD CORRESPONDENCE RECEIVED:

1. Letter dated April 30, 2014, from Lester Mallet, Membership Co-Chair, and Francine L. Semaya, President, Congregation B’nai Israel, Rumson, NJ, requesting permission to serve beer and wine at their “Shabbat at the Shore” on June 13, 2014, at Seven Presidents Oceanfront Park.

I. Motion to OPEN the HEARING OF THE PUBLIC. (Time: \_\_\_\_\_PM)  
*(Presentations are limited to three (3) minutes per person.)*

---

J. Motion to CLOSE the HEARING OF THE PUBLIC. (Time: \_\_\_\_\_PM)

---

K. PRESENTATION:

“Deep Cut Gardens, Hartshorne Woods Park, Mt. Mitchill Scenic Overlook, and Tatum Park”  
by Ken Olsen, Senior County Park Manager

L. FREEHOLDER’S REPORT:

M. ITEMS FOR BOARD REVIEW:

1. Board Action Items #1 through #7, and Board Action Items #8 through #12 as Added to the Agenda:
  - Item #8 For Board Action – Recommending Award of Contract to Culinary Ventures Vending, Union, NJ, for Furnishing of Vending Services.
  - Item #9 For Board Action – Recommending Acceptance of the Written Quotation of Mad Science of West New Jersey, Pennington, NJ, for Furnishing and Delivery of a Science Education Program for Children of Mixed Ages from Kindergarten to Second Grade.
  - Item #10 For Board Action – Recommending Acceptance of the Written Quotation of Automatic Door Systems, LLC, North Arlington, NJ, to Fabricate, Deliver and Install Two (2) Sets of Interior Storefront Doors with Sidelites at the Creative Arts Center, Building #549, Thompson Park.
  - Item #11 For Board Action – Recommending Acceptance of the Written Proposal of Johnson Realty Services, Wall, NJ, for Providing Professional Appraisal Services of Block 21, Lot 3.01, Upper Freehold Township, NJ.
  - Item #12 For Board Action – Recommending Acceptance of the Written Proposal of DRD Appraisals, LLC, dba Stuart Appraisal Company, Freehold, NJ.
  
2. Motion Amending the Date of the 67<sup>th</sup> Metropolitan Golf Association/Metlife Public Links Championship, from Tuesday, July 8, 2014, to Thursday, July 10, 2014, to be held at Charleston Springs South Golf Course, with the Park System charging a fee of \$50.00 per golfer and closing the South Course only to the public, as previously approved by Motion of the Board on January 22, 2014.  

---
  
3. Request by Various Residents at the Eastpointe Condominiums for Tree & Vegetation Trimming at Mt. Mitchill Scenic Overlook.
  
4. Henry Hudson Trail—Slump, Grant House Property, Atlantic Highlands
  
5. Status of Funded Projects as of April 24, 2014.

**RESOLUTION OF CONSENT:**

At \_\_\_\_\_ PM, the following **Resolution of Consent** was offered for adoption by \_\_\_\_\_:

WHEREAS, the Monmouth County Board of Recreation Commissioners has received the Agenda for the Board Meeting in advance of the meeting; and

WHEREAS, the Board has had an opportunity to review and consider Agenda Items #1 through #7 for Board Action; and

WHEREAS, the Board also reviewed Agenda Items #8, 9, 10, 11 & 12 as added to the Agenda; and

WHEREAS, the Board is satisfied that the above items as presented to the Board are in order and complete.

NOW, THEREFORE, BE IT RESOLVED that the Monmouth County Board of Recreation Commissioners does hereby approve by consent, Agenda Items # \_\_\_\_\_ through # \_\_\_\_\_.

Resolution of Consent seconded by: \_\_\_\_\_.

**ITEMS FOR BOARD ACTION:**

1. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to ARISTA BUILDERS AND DESIGNERS, INC., Jackson, NJ, for FURNISHING OF GALVALUME BOX GUTTER REPLACEMENT AND REPAIRS AND SNOW GUARD INSTALLATION AT BUILDING #2514, THE CHARLESTON SPRINGS GOLF CENTER (Bid #0032-14), ITEMS: 1-4 (Total Lump Sum Bid); in the Total Contract Amount of \$21,900.00.

\_\_\_\_\_

2. Resolution ACCEPTING the WRITTEN PROPOSAL of KELLER & KIRKPATRICK, INC., Morris Plains, NJ, as received on April 15, 2014, proposal dated April 15, 2014, for PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 50, LOTS 44.03 (P/O) AND 44.04 (P/O); BLOCK 68, LOT 6; AND BLOCK 139, LOT 1.01, HOWELL TOWNSHIP, NJ, OWNER: TOWNSHIP OF HOWELL, ±61.75 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO HOWELL PARK GOLF COURSE AND MANASQUAN RIVER GREENWAY (Ref. #13-36 & PS #22-14), in an Amount Not To Exceed \$17,000.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.

\_\_\_\_\_

3. Resolution ACCEPTING the WRITTEN PROPOSAL of TECTONIC ENGINEERING & SURVEYING CONSULTANTS PC, Saddle Brook, NJ, as received on April 15, 2014, proposal dated April 11, 2014, for PROVIDING PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 50, LOTS 44.03 (P/O) AND 44.04 (P/O); BLOCK 68, LOT 6; AND BLOCK 139, LOT 1.01, HOWELL TOWNSHIP, NJ, OWNER: TOWNSHIP OF HOWELL, ±61.75 ACRES, IMPROVED PROPERTY, PROJECT: ADDITIONS TO HOWELL PARK GOLF COURSE AND MANASQUAN RIVER GREENWAY (Ref. #13-35 & PS #21-14), in an Amount Not To Exceed \$8,916.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
- 

4. Resolution ACCEPTING the WRITTEN PROPOSAL of DRD APPRAISALS, LLC, dba STUART APPRAISAL COMPANY, Freehold, NJ, as received on April 16, 2014, proposal dated April 10, 2014, for PROVIDING APPRAISAL SERVICES OF BLOCK 28, LOTS 9Q, 10Q, 13.02, 14.01, 14.02, 19, 20 & 21, TOWNSHIP OF MILLSTONE, NJ, OWNER: CAMPO, ±103.42 ACRES, VACANT PROPERTY, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK, INTEREST: FEE SIMPLE (Ref. #14-10 & PS #26-14), in an Amount Not To Exceed \$1,500.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
- 

5. Resolution ACCEPTING the WRITTEN PROPOSAL of JOHNSON REALTY SERVICES, Wall, NJ, as received on April 16, 2014, proposal dated April 8, 2014, for PROVIDING APPRAISAL SERVICES OF BLOCK 28, LOTS 9Q, 10Q, 13.02, 14.01, 14.02, 19, 20 & 21, TOWNSHIP OF MILLSTONE, NJ, OWNER: CAMPO, ±103.42 ACRES, VACANT PROPERTY, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK, INTEREST: FEE SIMPLE (Ref. #14-10 & PS #26-14), in an Amount Not To Exceed \$2,889.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
- 

6. Resolution ACCEPTING the WRITTEN PROPOSAL of DRD APPRAISALS, LLC, dba STUART APPRAISAL COMPANY, Freehold, NJ, as received on April 16, 2014, proposal dated April 10, 2014, for PROVIDING APPRAISAL SERVICES OF BLOCK 53, LOT 3 (IMPROVED) AND LOT 3Q (VACANT); BLOCK 54.01, LOT 11, AND LOT 11.03 (VACANT), TOWNSHIP OF UPPER FREEHOLD, NJ, OWNER: LUSTGARTEN, ±118.71 TOTAL ACRES, PROJECT: ADDITIONS TO CROSSWICKS CREEK GREENWAY, INTEREST: FEE SIMPLE (Ref. #14-09 & PS #24-14), in an Amount Not To Exceed \$1,599.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
-

7. Resolution ACCEPTING the WRITTEN PROPOSAL of GAGLIANO & COMPANY, Shrewsbury, NJ, as received on April 16, 2014, proposal dated April 7, 2014, for PROVIDING APPRAISAL SERVICES OF BLOCK 53, LOT 3 (IMPROVED) AND LOT 3Q (VACANT); BLOCK 54.01, LOT 11, AND LOT 11.03 (VACANT), TOWNSHIP OF UPPER FREEHOLD, NJ, OWNER: LUSTGARTEN, ±118.71 TOTAL ACRES, PROJECT: ADDITIONS TO CROSSWICKS CREEK GREENWAY, INTEREST: FEE SIMPLE (Ref. #14-09 & PS #24-14), in an Amount Not To Exceed \$1,650.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
- 

8. Resolution AWARDING CONTRACT to the highest responsible bidder, as per bid proposal to CULINARY VENTURES VENDING, Union, NJ, for FURNISHING OF VENDING SERVICES (Bid #0034-14), ITEMS: Furnishing of Vending Services for the Period of May 7, 2014 through December 31, 2014; Vendor agrees to pay the Monmouth County Park System 35% of Gross Revenue for Item #1: Soda, Juice, Water & Hot Beverage Machines, Assorted Flavors, Can/Plastic Bottles Dispensing Type; and 35% of Gross Revenue for Item #2: Candy/Snack Machines, Dispensing Candy, Snacks, Cookies and Pastries from all Vending Machines supplied; with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2015 & 2016), under the same terms and conditions, as per bid specification.
- 

9. Resolution ACCEPTING the WRITTEN QUOTATION of MAD SCIENCE OF WEST NEW JERSEY, Pennington, NJ, for FURNISHING AND DELIVERY OF A SCIENCE EDUCATION PROGRAM FOR CHILDREN OF MIXED AGES FROM KINDERGARTEN TO SECOND GRADE (PS #25-14), ITEMS: #1-3 (A Science Education Program for 2014); in the Estimated Total Contract Amount of \$20,000.00, as received on April 23, 2014, proposal dated April 22, 2014, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
- 

10. Resolution ACCEPTING the WRITTEN QUOTATION of AUTOMATIC DOOR SYSTEMS, LLC, North Arlington, NJ, to FABRICATE, DELIVER AND INSTALL TWO (2) SETS OF INTERIOR STOREFRONT DOORS WITH SIDELITES AT THE CREATIVE ARTS CENTER (CAC), BUILDING #549, THOMPSON PARK (PS #20-14), ITEMS: #1 @\$11,850.00; Plus Alternate Bid #1A @\$9,850.00, and Alternate Bid #2A @\$2,650.00; in the Total Contract Amount of \$24,350.00, as received on April 8, 2014, proposal dated April 7, 2014, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
-

11. Resolution ACCEPTING the WRITTEN PROPOSAL of JOHNSON REALTY SERVICES, Wall, NJ, as received on April 29, 2014, proposal dated April 16, 2014, for PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 21, LOT 3.01, UPPER FREEHOLD TOWNSHIP, NJ, ±0.56 ACRES, IMPROVED PROPERTY, OWNER: MUCCIE, PROJECT: ADDITIONS TO CLAYTON PARK, INTEREST: FEE SIMPLE (Ref. #14-12 & PS #27-14), in an Amount Not To Exceed \$1,488.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
- 

12. Resolution ACCEPTING the WRITTEN PROPOSAL of DRD APPRAISALS, LLC, dba STUART APPRAISAL COMPANY, Freehold, NJ, as received on April 29, 2014, proposal dated April 18, 2014, for PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 21, LOT 3.01, UPPER FREEHOLD TOWNSHIP, NJ, ±0.56 ACRES, IMPROVED PROPERTY, OWNER: MUCCIE, PROJECT: ADDITIONS TO CLAYTON PARK, INTEREST: FEE SIMPLE (Ref. #14-12 & PS #27-14), in an Amount Not To Exceed \$1,650.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
- 

**MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:**

---

**MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:**

---

**DATES TO REMEMBER:**

1. **SATURDAY, MAY 17, 2014** – 9 AM TO 11 AM. American Ground Forces Association Visit. Battery Lewis, Hartshorne Woods Park, access via Portland Road, Highlands, NJ.
2. **MONDAY EVENING, MAY 19, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **MONDAY EVENING, JUNE 9, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **MONDAY EVENING, JUNE 23, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.

5. **MONDAY THROUGH FRIDAY, JUNE 23-27, 2014** – **CAPRA Visitation Team.**  
Arrives: June 23, 2014; MCPS Reaccreditation: June 24, 25 & 26, 2014; Depart: June 27, 2014.
6. **MONDAY EVENING, JULY 14, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **WEDS. THROUGH SUNDAY, JULY 23-27, 2014** - **40<sup>th</sup> Annual Monmouth County Fair.**  
East Freehold Showgrounds, 1500 Kozloski Rd, Freehold, NJ. (*Hours: Weds.-Sat. 5 PM to 11 PM; Sunday 11 AM to 6 PM*).

Statement of Adequate Public Notice – Read by \_\_\_\_\_

“Statement of Adequate Public Notice of Executive Session Meeting in compliance with the ‘Open Public Meetings Act’, Laws of the State of NJ, Chapter 231, P.L. 1975. Notice of meeting has been posted, and the County Clerk and two (2) newspapers as designated by the Board have been noticed, including date, time and place, as adopted by the Commission at their regular meeting of April 21, 2014, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.”

At \_\_\_\_\_ PM, the following Resolution was introduced by \_\_\_\_\_, seconded by \_\_\_\_\_, to move into EXECUTIVE SESSION for the purpose of discussing LAND ACQUISITION MATTERS, being additions to county park lands, and PERSONNEL MATTERS:

WHEREAS, the Open Public Meetings Act provides that the Monmouth County Board of Recreation Commissioners may recess into Executive Session pursuant to the Notice as set forth in the Agenda and the Statement of Public Notice as referred to therein for the purposes as set forth therein including the purposes of discussing “land acquisition matters and personnel matters”; and

WHEREAS, the Board of Recreation Commissioners, pursuant to the Open Public Meetings Act, may recess into Executive Session to discuss matters involving the Attorney/Client Privilege and matters involving negotiations and real estate matters and procedures related thereto as may relate to a Hearing held pursuant to Resolutions as adopted by the Board of Chosen Freeholders and the Board of Recreation Commissioners.

NOW THEREFORE, BE IT RESOLVED that the Monmouth County Board of Recreation Commissioners does hereby recess into Executive Session to discuss the aforementioned subject matters and the Minutes of the same may be disclosed at such time in the future as the Board of Recreation Commissioners may, in its discretion, determine according to law.

Motion to RECONVENE the REGULAR MEETING. (Time: \_\_\_\_\_ PM)

---

NOTE: Minutes of the Executive Session to discuss Land Acquisition Matters being additions to County Park Lands, will be available to the public in ninety (90) days or upon completion of acquisition or potential litigation. Minutes of the Executive Session to discuss Personnel Matters shall not be made available to the public, as Personnel Matters are confidential.

**ITEM(S) FOR BOARD ACTION FOLLOWING THE EXECUTIVE SESSION:**

**ITEMS FOR THE GOOD OF THE ORDER:**

Resolution scheduling an **Executive Session Meeting** to be held during the Board's regularly scheduled meeting of **May 19, 2014**, at **7 PM**, in the "**Beech Room**" of the **Thompson Park Visitor Center, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ**, for the purpose of discussing **Personnel Matters, Land Acquisition Matters, being additions to county park lands; and Potential Litigation**, and authorizing the Secretary-Director to post and send notice of said meeting to the County Clerk and two (2) newspapers as designated by the Board, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.

\_\_\_\_\_

Motion to ADJOURN the Regular Meeting of the Monmouth County Board of Recreation Commissioners.  
(Time: \_\_\_\_\_PM)

\_\_\_\_\_