

FRIENDS OF PASSAIC COUNTY PARKS, INC.
March 8, 2021 Meeting

MEETING MINUTES

Members Present:

1. Chairwoman Alice Szepietowski
2. Vice-Chairman George Silva
3. Freeholder John W. Bartlett
4. County Administrator Designee: Marc E. Seemon
5. Director of Parks & Recreation Designee: Greg Moore
6. Director of Cultural & Historic Affairs Designee: Kelly C. Ruffel
7. Kelly Pascrell

Members Absent:

1. Robert Spiotti
2. Andrew Smith
3. Jamie Dykes
4. Daryl Walton

A roll call brought the meeting to order at 6:02 PM.

Ruffel made the announcement of the Open Public Meetings Act.

A motion was made by Silva and seconded by Bartlett to open the public portion.

No one from the public was present.

A motion was made by Silva and seconded by Pascrell to close the public portion.

Motion passed unanimously.

A motion was made by Pascrell and seconded by Moore to approve the minutes of the February 8, 2021 meeting.

Motion passed unanimously.

Silva initiated a moment of silence for the passing of Trustee Walton's daughter. The Board held a moment of silence before proceeding with the agenda.

Under Old Business, Ruffel noted that due to inclement weather there had not been much progress on the Highlands Preserve Athletic Field project.

Under Committee Reports, Ruffel noted that it was decided to move forward with planning the 2021 County Fair. The County Fair will be held August 12-15th. Sponsorship letters will be sent out this coming week and vendor applications will be announced shortly thereafter. Plans will be contingent upon the Governor's lifting of group gatherings. Currently, outdoor gatherings are limited to 150 people. by the end of the month. The Board discussed moving the fair forward and planning accordingly until further news is received. Ruffel reported under Memorial Tree & Bench program that no formal applications have come thru.

Under Treasurer's Report, Ruffel gave an update on the state of the bank accounts. Bartlett asked for more information on Vision 2020 and whether they had any assets that will be transferred to the Friends of Passaic County Parks, Inc. following their dissolution. Ruffel noted that more information will be provided by the next meeting. Ruffel also requested the Board to include Seemon as a secondary signatory on checks and banking documents moving forward.

A motion was made by Silva and seconded by Bartlett to authorize Marc Seemon, treasurer, as a secondary signatory on bank documents of the Board.

Motion passed unanimously.

Under New Business, the Board discussed proposed events for 2021. Ruffel presented draft budgets for each of the events - a virtual Lambert Classic 8K, movies in the parks, summer concert series, Shakespeare in the park, and a food truck festival. Discussion was had on expanding the virtual run to include all county parks, and instead of summer concert series, hosting special events such as having the NJ Symphony Orchestra.

Ruffel presented on various grant opportunities coming up for the 2021 calendar year regarding tourism in Passaic County. Resolution No.21-03 to authorize the Division of Tourism and Travel grant will be on hold until some of the co-applicant information between the County and the Board was provided.

A motion was made by Silva and seconded by Pascrell to approve resolution 21-02 authorizing an application to the NJ Historic Trust Heritage Tourism Grant program for 2021.

Motion passed unanimously.

Ruffel brought forth a revised design proposal for the Dey Mansion Visitor's Center exhibitions for a contract award. In December, Ruffel announced the award of funds by the National Park Service to build out exhibits within the visitor center. Four firms were solicited for

quotes for design and fabrication. Fabrication will have to be bid separately.

A motion was made by Moore and seconded by Pascrell to approve resolution 21-04 awarding a contract to Capital Museum Services authorizing an award of contract for professional services to design the Dey Mansion Visitor Center.

Motion passed unanimously.

No correspondence was received.

A motion was made by Pascrell and seconded by Bartlett to adjourn.

The meeting adjourned at 6:44 PM.

/ s / Kelly C. Ruffel
 Secretary, Friends of Passaic County Parks, Inc.