

**The Regular Meeting of Hillsdale Swimming Pool Commission**  
**Wednesday, October 14, 2020 at 7:30pm**  
**Hosted Virtually**

CALL TO ORDER BY CHAIRWOMAN @ 7:39pm

ROLL CALL: Chairwoman Roe Metz, Liaison to the Mayor and Council Abby Lundy, Linda Parisi, Dan Sullivan, Roseann Heytink, Lisa Spadafino  
Furloughed: Managing Director Patty Hughes, not in attendance

**Swearing in of new commission member, Lisa Spadafino.**

Approval of Minutes: September 2020

Motion: Roseann

Seconded: Linda

CORRESPONDENCE: None at this time

REPORT OF LIAISON TO THE MAYOR AND COUNCIL: Abby Lundy

Finance status update.

-The pool had a surplus up until last year. In order to balance the budget each year, they have been digging into their surplus. The commission was informed at the end of last year that the surplus was dwindling. There were no revenue sources this year and expenses this year even with the pool not open. The cash was depleted. Certain accounting entries could be made using funded capital ordinances. The council approved in Sept. 2020 a loan from the borough until the capital ordinances could be reappropriated and into the cash balance. It cannot happen until next year's budget is approved. It is not a loan that is a burden on the tax payers, it is essentially Stonybrook's money. Right now, there are funds to pay some bills, there is not much left to be paid this year. Minimal expenses need to be paid.

-Last week, Roe, Abby, Roseann, Borough Administrator met to discuss moving forward. We need a business plan, it has to operate as a business. We are hoping the pool will break even.

-The pool is membership driven, there is only so much that needs to be done in order to drum up business.

-We are trying to see how to move forward so that this does not become a burden to the tax payer.

-Tier the bid based on the restrictions might be with the pool opening bid with Lehman pools.

TOPICS FOR DISCUSSION

1. Discussion occurred regarding options for membership and opening pricing based on guidelines and limitations for physical distancing and COVID-19 regulations.
  - a. Options:
    - i. 4 hour shifts for members
    - ii. cleaning every 90 minutes

- iii. assigned seating, marked sections of the pool grounds where people could sit
    - iv. follow recommended bather load per the CDC calculation
- 2. Surveying for membership
  - a. The commission will create a survey to send out to former members for interest and membership questions.
  - b. Roseann and Linda will generate questions.
- 3. Budgeting for PPE and additional supplies
  - a. Dan will look into this for next months meeting.
- 4. Grant programs and other avenues of acquiring funds will help with operating our camps and various other swim club offerings.
- 5. OEM can offer guidance for opening and ensuring proper protocols are followed for cleaning.
- 6. Demarest Farms Donation/Movie Night – 50 attendees - \$1,000
- 7. Parking fees are being enforced.
- 8. Winterizing the pool, the plumber, grounds, etc.
  - a. The borough administrator will be overseeing these processes.
- 9. Updates on pricing for raising funds
  - a. Banners
  - b. Plaques - \$60, in a cast they would start at \$84. Some were \$44. They also had garden stakes that were 3 feet high from \$70-140. Plates only are \$16-30
  - c. Bricks - originally \$21, now \$21.50 if you order 50 bricks or more, they will bundle them and give a flat rate for the shipping cost.
    - i. need a quote for installation
  - d. Carnival
  - e. Bingo Event & More
  - f. Discount Cards - sell for \$20, looking into how much it would cost for the commission to do.
- 10. Review of Bids – need to make them tiered – with potential Covid for 2021, opening 25%, 50% or 100%
- 11. Review of Rates – how to handle them if we only open 25%, 50% and normal
  - a. See Roseann’s report of other clubs in 2020
  - b. Discussion continued about reducing the membership rates for 2021 year. The conversation touched upon the organization of our tiered rates both by size and date of joining for the season.
- 12. Subcommittees (reconvene in 2 weeks via email to give an update to the commission on each role)
  - a. Roseann and Linda - survey
  - b. Roe and Roseann - pricing

- c. Roe and Roseann - bids
  - d. Lisa and Dan - finances & CDC guidelines
13. Next Steps for the Club
14. Budget discussion – what can we cut and how we can be creative if we can only open 25% or 50%

**\*\*TENTATIVE\*\* StonyBrook Swim Club COVID 19 Guidelines for 2021 Season**

NJ Parks & Recreation Association

CDC.gov

NJ Department of Health

*Items to Address:*

- Change in Pool Capacity
- Inclement Weather Policy Updates
- Programs – Need to change the number of spaces available
  - Grants for camps \$2,000 from Department of Human Services in 2020. Applied through the NJ Child Care Information System
  - Funds used to defray costs associated with implementing COVID supports
- PPE – Requirements, Equipment available, etc Cost?
  - Ensuring adequate supplies to support healthy hygiene. Supplies include soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), paper towels, tissues, and no-touch trash cans.
  - Motion sensors in shower, soap, toilets
  - Forehead thermometers
- Disinfecting Schedule – Determining what needs to be cleaned? Costs?
- Limiting Liability of the Club – Attorneys
- Signage – posters, distance decals Costs?
- Advice from local health official
- Local emergency response changes
- Lap swim changes
- Staff Training
- Exiting & Entering
- Sanitizing stations – Costs?
- Barriers at admissions/gates Costs?
- Capture list of members who attended everyday for contact tracing
- Snack Bar changes
- COVID 19 Point of Contact

- Reporting system for employees health everyday

REMARKS FROM CITIZENS

None at this time.

CLOSING OF MEETING:

Motion to adjourn: Roseann

Seconded by: Linda

Meeting closed at: 9:00pm

**The following meeting of the Hillsdale Swimming Pool Commission will be held on  
Wednesday November 11, 2020 @ 7:30pm location TBD.**

**Respectfully Submitted by,**

**Erica Rose Cohen**

**Hillsdale Swimming Pool Commission Secretary**