

# **HAMBURG RECREATION COMMISSION REGULAR MEETING MINUTES**

**July 15, 2025**

## **CALL TO ORDER / FLAG SAUTE**

Commission Chair Sam Villagomez called the meeting to order at 7:00 pm and led all present in the flag salute.

## **Call to Order/Statement of Certification**

Pursuant the provisions of the "Open Public Meetings Act" adequate notice of this meeting was provided to the public and the press January 12, 2025 by delivering to the New Jersey Herald and the Sunday Herald and posting at the Municipal Building a copy of the commissions "Annual Notice of Meetings"

Chairperson Viallgomez announced the resignation of former Recreation Secretary, Suzette Villagomez, with regret and introduced Interim Secretary, Jean Stephens. Chairman Villagomez asked all present to aid in the search for a new secretary.

## **ROLL CALL**

Present: Sam Villagomez, Art Walton, Frances Weiss  
Also present: Councilmember Joyce Oehler  
Interim Secretary Jean Stephens

## **FINANCE**

Financial report from the Borough CFO was reviewed. Members of the commission discussed the need for a simpler more concise form of this report in future. Secretary was asked to address this with the CFO for future meetings. Motion by Vice-Chair Walton, seconded by Commission Member Fran Weiss to approve report.

All members in favor.

Members of the Commission discussed funds encumbered for Hamburg Day and remaining events. Concerns were raised about the funds already encumbered for Hamburg Day and the remaining expenses for the event. Council Liaison Oehler stated she had checked availability of funds with the Borough CFO and we had the needed funds. Some of the funds have been used from the Recreation Trust.

## **OLD BUSINESS / NEW BUSINESS**

**Ice Cream Social - July 12, 2025** - Event was Commission Chair Villagomez and Commission Member Weis. Chair Villagomez stated that about 25 attendees, 11 children, attended. Event was well received. Attendees enjoyed the music provided by Tom Gardner.

Remaining supplies, ice cream and food, were left in the refrigerator for the fire department.

Chair Villagomez stated this attendance number was an increase from last year and attendance has been steadily increasing. He would like to be able to use the electronic sign to help increase attendance in future.

**Miners Baseball Game - July 19, 2025** - Chair Villagomez asked about the status of ticket sales.

Secretary Stephens noted 22 tickets have been sold and 4 more are waiting to be picked up and paid.

Chair Villagomez suggested to the members of the commission that they consider selling the remaining tickets at a discount to lessen the loss of funds. He voiced concern for those who had already purchased.

Council Liaison Oehler stated that the additional tickets had been purchased due to a request which was then cancelled after the purchase.

The secretary was asked to further promote the ticket sales with postings stating the number of remaining tickets with no price change.

**Hamburg Day - August 24, 2025** - Secretary reported that we currently have 5 food and beverage vendors, 6 non-profits and over 10 craft vendors. Vice-Chair Walton asked for an application for a local realtor who may also sponsor \$100 of the event cost. Chair Villagomez stated vendors who will be selling will not be paid to attend. This has been an issue in the past and Chair Viilagomez stated they can make funds through sales. TREPS student vendors are not charged a fee. Chair Villagomez requested their tables be next to the Borough's table.

Chair Villagomez described briefly what he envisions for the physical set up of the park that day. The pavilion will host the band due to equipment requirements and the need for shade. He would like to organize the food vendors into a food court using the large Borough banquet tent for those eating. There was some discussion regarding possible changes. Council Liaison Oehler noted DPW agreed to set up tent and it takes about 3 hours to set up. Chair Villagomez requested a copy of the google earth map so the commission could do a detailed layout.

Chair Villagomez stressed the need for Vendor to arrive early and be set up no later than 11:30 due to traffic flow. Must have enough room for vehicles on the walkway. Commission members need to be at the park by 9am. Vice-Chair Walton had questions regarding parking for the event. Chair Villagomez said he would speak to the police department regarding helping with traffic flow. Vice-Chair Walton stated he would assist with parking directions for attendees. Members discussed the possibility of one-time event volunteers from the community.

Council Liaison Oehler provided the procedure for the Scavenger Hunt. Prizes have been purchased for children and we are looking for sponsors for adult prizes. Chair Villagomez stated the YMCA has stated they will donate. Approaching local businesses was discussed. Commission members asked the Secretary to generate a donation letter for local businesses. Also need to notify Hamburg royals that they are invited.

Councilmembers discussed visiting the park to review the possible layout for the event with Borough departments. They will collaborate with OEM and other departments and provide 48 hours notice for special meeting so it may be advertised.

**Foot Golf - September 12, 2025** Commission discussed publicizing foot golf to a larger audience.

### **Breakfast with Santa - December**

Chair Villagomez was happy to announce he had spoken to musician Tom Gardner about providing music for the breakfast with Santa. Commission member Weiss asked for more information about the breakfast. Chair Villagomez provided a brief summary of the event details and who would be assisting.

### **PUBLIC PORTION**

Chairperson Sam Villagomez requested a motion to open the meeting to the public. Motion by Vice-Chair Art Walton, seconded by Commission Member Frances Weis to open to the public. Upon hearing no comment from the public, motion by Vice-Chair Art Walton, seconded by Commission Member Frances Weis to close to the public.

## **CORRESPONDENCE**

Sussex County - Invitation to Sussex County Day.

Chair Villagomez requested Commission members consider representing the Borough. It may be organized in shifts so one has to spend the entire day. Also wants to approach Councilmembers and our Miss Hamburg to represent the Borough as well.

## **ADJOURNMENT**

Motion by Vice-Chair Art Walton , seconded by Frances Weiss to adjourn the meeting at 8:13 pm.  
All members in favor.

Date approved 9/16/25

Date released 9/16/25

Submitted by:



Jean Stephens  
Interim Secretary  
Recreation Commission