

**With no further business, on a motion from Adm. Chairman Battaglia seconded by Commissioner Pavia, the meeting was adjourned at 9:15 pm. Carried unanimously.**

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Priscilla C. Chang-Staley  
Park Secretary

**FINAL MINUTES**  
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the Commissioners denying the field usage request for the organizers of Tommy Dowd.

On a motion made by Commissioner Morris and seconded by Commissioner Pavia;

***Resolved, to deny the field usage request application for the Tommy Dowd Foundation***

**Ayes: 0** ,

**Nays: 5** Cardone, Battaglia, Morris, Kohrs, Pavia

Abstention: Niemann

Chairman Cardone thanked the Mayor for his and the Village highway departments' assistance with the construction of the new playing field. Mayor Purcell thanked the Commission for their efforts.

**New Business**

Commissioner Morris talked about the mandatory "Violence in the Workplace" and the Sexual Harassment courses; everyone is required to take the course. Further discussion was had on the topic.

**EXECUTIVE SESSION**

On a motion made by Adm. Chairman Battaglia and seconded by Commissioner Morris;

***to enter into executive session to discuss personnel matters at 8:50pm.***

**Ayes: 5** Cardone, Battaglia, Morris, Pavia, Niemann

**Nays: 0**

On a motion made by Commissioner Pavia and seconded by Commissioner Niemann;

***to exit from executive session and return to open session at 9:10 pm.***

**Ayes: 5** Cardone, Battaglia, Morris, Pavia, Niemann

**Nays: 0**

**Authorization for Motion to Approve and Pay the Bills**

On a motion made by Commissioner Morris and seconded by Commissioner Niemann;

***to approve and pay the bills.***

**Ayes: 5** Cardone, Battaglia, Goldstein, Pavia, Niemann,

**Nays: 0**

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9. A copy of the Annual Assessment Form, regard NYS Youth Programs.
10. A copy of the Park Ids that were issued in February; three total for the month with one renewal.
11. A copy of the Departmental Report for the Municipalities
12. A copy of the Park's Calendar for March. Park Recreation Director Mancuso is pleased with the progress of the programs, since the revision. The only reservation he expressed is that the new Preschool Instructor Mrs. Friedman requested three additional hours, for prep time. Further discussion was had on this topic. Commissioner Morris suggested that the instructor should continue with the allotted hours, for the remainder of term, which is ten weeks. Mr. Mancuso will continue to work with the new instructor which will include evaluating the prep and class time.

In other matters, Mr. Mancuso asked the Commission for input regarding the 2012 field schedule. Further discussion was had on this topic. He also requested the Commissioners to review the Park Code, as previously presented. Further discussion was had on this topic. The commissioners concluded this topic by adopting the No Tobacco policy, in the Park in principle and will await sample legislation from the county

On a motion made by Commissioner Niemann and seconded by Commissioner Pavia;

***Resolved, to proceed with adopting the No Tobacco policy in principal, as well as add it to the Park Code***

**Ayes: 6** Cardone, Battaglia, Morris, Kohrs, Pavia, Niemann,

**Nays: 0**

**Park Manager Report:**

Park Manager Paul Truax reported they are working on the new playing field. The dimensions are 200x100 feet. He encouraged the Commissioners to view the area. He also mentioned that eventually bleachers can be placed near the field. Winter projects are almost completed. Finally, he stated the concession stand "Snak Shak" is one month areas on rent.

**Old Business:**

Chairman Cardone spoke regarding the Tommy Dowd Tournament; he commented on the Park attorney's written response to the issue. According to the Park Attorney Matt Bennett, he recommended that the Commission should reject the field request for the Tommy Dowd Tournament based on the fact the Tournament organizers knew and admitted to the issue of the participants and/or spectators violating the Park are no alcohol policy in the past. This knowledge put the Commission at risk of being legally liable, if the policy was broken again. Further discussion was had on the topic.

Note: The Commission suspended the agenda; Monroe Mayor Jim Purcell had joined the meeting. ; later in the meeting, the Commission returned to the New Business.

Mayor Purcell, joined the discussion and asked who would enforce the "No Alcohol" policy. The question was who is going to enforce the policy. Park security would enforce the policy. The discussion concluded with

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**Adopted**      **Ayes 6**      **Cardone, Battaglia, Morris, Pavia, Niemann , Kohrs**  
**Nays 0**

**Park Recreation Director Report**

As per Park Recreation Director Mancuso, he reported the following information to the Commission;

1. A copy of January's minutes for approval (draft).
2. The following event requests require approval:
  - a. ID Sign Up, to be held on March 24<sup>th</sup> and 25<sup>th</sup>. Total amount requested is \$320.00.
  - b. Benefit Music Concert, to be held on Saturday, June 2. Total amount requested is \$1,020.00
3. A copy of correspondence to the Park Attorney and from the Tommy Dowd Foundation the Commission.
4. A copy of correspondence from the Commission to the Concession stand "Snak Shak" and their response.
5. A copy of an information letter from Orange County Coordinator, Pow'r Against Tobacco, regarding the movement to ban public tobacco use in public parks.
6. A copy of a lease agreement for the Snack Shak; "Snack Shak" has an option for one more year to continue their operations, according to their contract. As per the contract they will continue for the upcoming season.
7. A copy of the YAC 2012 application. A resolution is needed to approve the fee schedule; fees remain the same as last years. Commissioner Kohrs suggested all Commissioners assist with the Yac registration nights in June.

On a motion made by Commissioner Niemann and seconded by Commissioner Pavia;

***Resolved, to authorize the fee schedule for the 2012 YAC Summer Season***

**Ayes: 6** Cardone, Battaglia, Morris, Kohrs, Pavia, Niemann,

**Nays: 0**

8. A copy of the Final report of the Winter Scavenger Hunt; the event was well received. Approximately twelve children attended.

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**Security Bid**

Chairman Cardone reported the results of the RFP, based on the Committee's recommendations and after references were checked. Based on the information from the references and the requested bid amount, the winning bid will be awarded to Atlas Security Services. Further discussion was had on this topic. The Commissioners decided the new security company should commence their services during the third week of March. Chairman Cardone asked Park Rec. Dir. Mancuso to send notification to the companies that responded to the RFP.

**On a motion of Adm. Chairman Battaglia, seconded by Commissioner Ann Marie Morris unanimously**

**Resolution for Bid Award: February 27, 2012**

**WHEREAS**, The Monroe Joint Park and Recreation Commission has determined that it is necessary to continue to contract with a security firm for the furnishing and delivery of security services for Smith's Clove Park, and

**WHEREAS**, The Monroe Joint Park and Recreation Commission issued a "Request for Bid", advertised on November 27, 2011 with a return date of December 19, 2011 by 3:30pm and to be publicly opened at 7:45pm on December 19, 2011 at the meeting hall in Smith's Clove Park, 133 Spring Street Monroe NY and

**WHEREAS**, an addendum to the original bid was issued on December 14, 2011 clarifying, type of references, location of company and payment cycle and

**WHEREAS**, Five (5) bids were returned within the appropriate time frame and opened at 7:45 pm on December 19, 2011 and

**WHEREAS**, A sub-committee was formed to individually and collectively review each bid to determine the one that, in its judgment, met the bid criteria and is the lowest responsible bid in the best interest of the Park and

**WHEREAS**, The sub-committee reviewed the bid documents including contacting references and personal interviews and

**WHEREAS**, The bid received from Atlas Security Services of 2002 Rt 17M Suite 6 PO Box 270 Goshen NY 10924 has been deemed to meet the specifications of the aforementioned "Request for Bid" and in its judgment, is in the best interest of the Park

**THEREFORE BE IT RESOLVED** that on recommendation of the Security Sub-committee that the bid be awarded to Atlas Security Services of 2002 Rt 17M Suite 6 PO Box 270 Goshen NY 10924 at a rate of \$18.49/hr which is within the 2012 budgeted amount and

**RESOLVED**, further that the Chairman of the Monroe Joint Park and Recreation Commission be and is hereby authorized to execute a contract with Atlas Security Services, the contract shall be in effect starting March 25, 2012 for (1) year with the option to renew for (1) additional year. The renewal will be at the option of the Monroe Joint Park and Recreation Commission.\

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Carol Ruminski and Don Giudice from Monroe PD were also present to discuss a concert in the park. They were present representing Ray Reilly a former resident and Monroe Woodbury graduate who is spearheading the plans for the concert. He presented the idea to Recreation Director Mancuso who in return is requesting authorization from the Board to oversee the event. The plan is for a day of music in Smith's Clove Park. All musicians are local or were local and will be volunteering their time. The purposed plan is for 8 bands starting at 11am till 6pm. The admission charge would be a dry or canned food item, which would be donated to local food pantries. The benefit concert is scheduled for June 2<sup>nd</sup>. After discussion, the Commissioners approved the event. All sponsorship and donation will be funneled through Mancuso and all money collected would be collected by and expenses paid by Action in Monroe. A complete accounting of all money collected and expenses paid will be delivered to the Commission. Chief Giudice from the Village of Monroe PD will supply man power to assure crowd control.

**On a motion of Commissioner Ann Marie Morris, seconded by Commissioner Debbie Kohrs unanimously**

**Adopted      Ayes 6      Cardone, Battaglia, Morris, Pavia, Niemann , Kohrs**  
**Nays 0**

**to approve the benefit music concert, which will be held on June 2<sup>nd</sup>..**

**Tommy Dowd Tournament**

Greg O'Connor representing the Tommy Dowd Memorial Foundation, readdressed the request to Commission to hold their annual Softball Tournament in Smith's Clove Park, on July 19-22, 2012. For the past 11 years, the softball tournament has raised money for the foundation; the funds raised have been used for scholarships for local students. Mr. O'Connor stated the foundation would like to continue to have the event held in the park. Given the concerns of the Commissioners, the foundation is willing to enforce a strict no alcohol tolerance policy. They will look in to ways to enforce this policy and assume full responsibility. He also expressed concern that it might be a financial detriment with regard to sponsors continuing to support the foundation and the event. The Commissioners concluded that they will further discuss the topic before a decision can be made, with regard to their field usage application.

Note: The Commission paused the agenda to speak with Pop Warner Representative Bill Scully. Mr. Scully commented on the progress of clearing the area for the new practice field (field #6). He also stated Pop Warner will be donating \$500 to contribute towards expenses.

**The New Practice Field (Field#6)**

**2012 Committees**

Adm. Chairman Battaglia stated that he hasn't received any responses from Commissioners regarding the 2012 Committees. As previously requested all commissioners should chair a committee as well as participate as a member. Chairman Cardone asked Park Recreation Director Mancuso to send an email to all Commissions requesting their response by March 10<sup>th</sup>.

## **FINAL MINUTES**

**Monroe Joint Park Recreation Commission, February 27, 2012**

**The Monroe Joint Park Recreation Meeting was held at Smith Clove Park, 133 Spring St, Monroe, New York on the 27<sup>th</sup> day of February 2012.**

<b>PRESENT:</b>	<b>Tony Cardone</b>	<b>Chairman</b>
	<b>John Battaglia</b>	<b>Adm. Chairman</b>
	<b>Ann Marie Morris</b>	<b>Commissioner</b>
	<b>Steve Pavia</b>	<b>Commissioner</b>
	<b>Debbie Kohrs</b>	<b>Commissioner</b>
	<b>Mike Niemann</b>	<b>Commissioner</b>
	<b>Joe Mancuso</b>	<b>Park Recreation Director</b>
	<b>Priscilla C. Chang- Staley</b>	<b>Park Secretary</b>
	<b>Paul Truax</b>	<b>Park Manager</b>

**ABSENT: Commissioners Rich Goldstein, Gaye Sass, Felipe Alvarez, and Park Attorney Mathew Bennett**

Chairman Tony Cardone called the meeting at 7:35 P.M, with the Pledge of Allegiance.

### **Approval of Minutes**

Note: The Commission suspended the agenda, to discuss item #2 Privilege of the Floor for the Public due to **lack of quorum**; later in the meeting, the Commission returned to the approval of December and January's minutes.

**On a motion of Commissioner Niemann, seconded by Commissioner Pavia unanimously Adopted**

<b>Ayes 4</b>	<b>Battaglia, Pavia, Niemann , Kohrs</b>
<b>Nays 0</b>	
<b>Abstention 1</b>	<b>Morris, Cardone</b>

**to approve the January's minutes.**

**On a motion from Commissioner Niemann, seconded by Commissionr Pavia, unanimously Adopted**

<b>Ayes Cardone, Battaglia, Pavia, Niemann</b>	
<b>Nays</b>	
<b>Abstention 1</b>	<b>Morris</b>

**To approve December's minutes.**

### **Privilege of the Floor – Public Concerns**

Joann Friedman, new hire as the instructor for the preschool classes was present in the audience. She was introduced to the Commission as well as observing the meeting.