

## **FINAL MINUTES**

### **Monroe Joint Park Recreation Commission, July 28, 2014**

**The Monroe Joint Park Recreation Meeting was held at Smith Clove Park, 133 Spring St, Monroe, New York on the 28th day of July 2014.**

|                 |                                   |  |
|-----------------|-----------------------------------|--|
| <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>Rich Goldstein</b>             | <b>Commissioner</b>                        |
|                 | <b>Mike Niemann</b>               | <b>Commissioner (arrived at 8:12 pm)</b>   |
|                 | <b>Joe Mancuso</b>                | <b>Park Recreation Director</b>            |
|                 | <b>Priscilla C. Chang- Staley</b> | <b>Park Secretary (arrived at 7:45 pm)</b> |
|                 | <b>Paul Truax</b>                 | <b>Park Manager</b>                        |

**ABSENT:** Commissioners Steve Pavia and Deborah Kohrs and Park Attorney Matthew Bennett

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

#### **Approval of Minutes**

**Note: The Commissioners suspended the agenda during #2 Approval of Minutes waiting for quorum. Afterwards the Commission returned to the agenda.**

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

***Resolved, to approve the minutes of May 19, 2014. After two months having voted on the minutes, the minutes are approved.***

|                          |                             |
|--------------------------|-----------------------------|
| <b><i>Ayes: 2</i></b>    | Battaglia, Morris           |
| <b><i>Nays: 0</i></b>    |                             |
| <b><i>Abstain: 3</i></b> | Cardone, Goldstein, Niemann |

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

***Resolved, to approve the minutes of June 23, 2014. However, June minutes will be voted on again in August.***

|                          |                          |
|--------------------------|--------------------------|
| <b><i>Ayes: 3</i></b>    | Cardone, Morris, Niemann |
| <b><i>Nays: 0</i></b>    |                          |
| <b><i>Abstain: 2</i></b> | Battaglia, Goldstein     |

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**Privilege of the Floor – Public Concerns**

Having no public present, the Commission continued with the agenda.

**Security**

Juan Reyes reported for Atlas this month. Juan reported that the only incident to report was an accident where a ball hit and broke a serving window at the snack bar. They (the snack bar) have the name of the individual who caused the incident and will pursue the repair with their insurance.

**Hiring of Summer Staff**

Nothing more to report.

**Snack Bar**

**Note: The Commissioners suspended the agenda during #5 Snack Bar to discuss the topic of #6 MW Crusader Baseball first. Afterwards the Commission returned to the agenda.**

Chairman Cardone stated that the rent is past due (four months) for the park's snack bar. Commissioner Morris suggested that the Board go into executive session to further discuss money owed and the current terms of the contract with the operators of the Snack Bar. Park Rec Director Mancuso added that the Snack Bar Concessionaire's contract ends in March 2015. However, they still can exercise their option to extend the term of their contract until March 2016. If they decide not to exercise their option year, then the contract automatically renews unless a written request is received 90 days prior to March 2015. Further discussion was had on the topic. It was decided the Commission will verbally address the issue with the Concessionaires directly.

**MW Crusader Baseball**

Anthony Amaroso and Kevin Mcgee, representatives from MW Crusader Baseball, were present to speak with the Commission. They requested permission to have a sign, which denotes the Little League Championship status, posted in the park. They provided a picture which illustrates an example of the type of sign they were looking to place. The Commission expressed interest in their request. They recognize and applaud their team accomplishments. However, they noted previous teams and organizations in the past have made similar requests but were been denied because it is against the park's By-Laws. The sample sign lists the individual's names along with managers and coaches. The Commission will continue to discuss their request as well as review the park's by-laws, concerning the signage passage.

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**Park Recreation Director Report**

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

1. A copy of the June 23rd minutes for approval (draft).
2. A copy of the Park Calendar for August.
3. A copy of the Picnic Schedule.
4. A copy of a letter to Verticon, advising their Field #4 Bleacher and Press Box Bid was rejected, as declared during the park meeting on June 23<sup>rd</sup> 2014.
5. A copy of ID's issued for the month of June, 4 ID was issued and 6 were renewed. Prior to tonight's meeting, more ID requests were submitted.
6. A copy of the Concession Stand's lease agreement, that outlines the terms of the current contract including the year option period and terms.
7. A copy of a balance sheet for Maser Engineering, as of July 28, 2014.
8. A copy of a quote from Sport Tech, regarding the hockey rink project.
9. A copy of a Bid Notice regarding the hockey rink project with questions regarding specifications. Further discussion is needed to clarify.
10. A copy of a camp incident, that occurred during extended camp day hours.

In other matters, Mr. Mancuso stated a second part time aide (who assists with the daytime classes) will be needed shortly. The current aide is going to OCC College and cannot work every day. He also stated he has spoken to an outdoorsman/survivalist trainer to be the guide for a wilderness trail hike which is currently being planned for October 5<sup>th</sup>. An open mic is being planned as well; a date has not been scheduled at this time. Lastly, he recommended to the Commission that the policy for leagues scheduling be revised, although, he feels we are on solid ground with our current policy and how it has been implemented. He distributed to the Board a sample policy used in another municipality which he suggests the Board look at and possibly modify for Smith's Clove. Chairman Cardone pointed out that the sample policy looked like an overly complicated legal document which for the most part would not apply to Smith's Clove. Commissioner Morris reminded the Board that not having the documentation readily available gives the impression that we are not following our rules and procedures. Further discussion was had on the topic.

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Chairman Cardone readdressed MW Crusader Baseball sign proposal. He asked Park Rec. Director Mancuso to research the aspect of advertisement in the park; does it include all kinds of signage or just commercial. Further discussion was had on the topic. Mancuso stated that there are 2 issues here. There is the use of advertising on public land as regulated by NYS and a long standing Park policy regarding the recognition of individuals' ie., signs and or plaques

**Park Manager Report:**

Mr. Truax reported he's looking to sell surplus equipment. Two dump trucks need to be sold. Both have low mileage. He is working on a RFP which will need a resolution before they can be advertised in the paper. Commissioner Morris suggested he ask both the Town and the Village of Monroe if they are in need of one or both. If they are not needed, then he should move forward with the RFP process.

The Commission readdressed the Sport Tech Hockey rink quote as they previously discussed during the June 23<sup>rd</sup> park meeting. Sport Tech's quote is for \$61,700.00. Further discussion was had on the topic. Mancuso asked for feedback regarding project specs; he's in the process of preparing a RFP and needed more specific specifications. Further discussion was had on the topic. It was decided that Park Mgr Truax will continue to request two up to three additional written quotes for comparison. The quote from Sport Tech is for the reclamation and re surfacing of the rink. After discussion, the Board decided to go out and get quotes for just the resurfacing and color coating.

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

***Resolved, to obtain a minimum of 2, preferably 3 written quotes for resurfacing and color coating the hockey rink.***

***Ayes: 5***      Cardone, Battaglia Morris, Goldstein, Niemann  
***Nays: 0***

**Old Business:**

The Commission readdressed the topic of the Field#4 Bleacher and Press Box project. Based on the outcome of the bid results and the one bid that Verticon submitted, the Commission would like to reexamine the bid package, as compiled by Maser Engineering. In particular, the Commission would like to review the individual costs of each aspect of the project. To date, Justin Dates from Maser Engineering hasn't reviewed the bid that was previously submitted by Verticom (as per June 23<sup>rd</sup> minutes). Further discussion was had on the topic. In conclusion, the Commission asked Park Rec. Director Mancuso to request Justin to attend August's meeting. Mancuso offered to provide the list of the Commission's concerns and questions to him so that he can come to the meeting prepared, with any pertinent documentation.

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**New Business**

Having no issues to discuss, during old business, the Commission continued with the agenda.

**EXECUTIVE SESSION**

Having no issues to discuss during Executive Session, the Commission continued with the agenda.

**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, Morris, Goldstein, Niemann

*Nays: 0*

**With no further business, on a motion from Niemann seconded by Morris the meeting was adjourned at 9:15 pm. Carried unanimously.**

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Priscilla C. Chang-Staley  
Park Secretary