

Final Minutes

Monroe Joint Park Recreation Commission, March 24, 2014

The Monroe Joint Park Recreation Meeting was held at Smith Clove Park, 133 Spring St, Monroe, New York on the 24th day of March 2014.

PRESENT:	Tony Cardone	Chairman
	John Battaglia	Adm. Chairman
	Ann Marie Morris	Commissioner (arrived at 7:40pm)
	Mike Niemann	Commissioner
	Joe Mancuso	Park Recreation Director
	Priscilla C. Chang- Staley	Park Secretary
	Paul Truax	Park Manager

ABSENT: Commissioners Rich Goldstein, Deborah Kohrs, Steve Pavia and Park Attorney Matthew Bennett

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

Approval of Minutes

On a motion made by Commissioner Niemann and seconded by Chairman Cardone

Resolved, to approve the minutes of January 27, 2014. After two months having voted on the minutes, the minutes are approved.

Ayes: 4 Cardone, Battaglia, Morris, Niemann
Nays: 0

February meeting minutes will be held over to the next meeting in April, subject to corrections of errors.

Under security: add the words “per day” after 40 vehicles travel through

Under Hockey Presentation: last sentence should read “he stated all Board members are from Monroe”

Under MW Little League: 6th line should read “requested time in the spring but not in the summer” For Fall only able to give them field 1 field 2 is reserved for public.

Under Field #4: Section in red “bid package proposed etc.” remove meant to be a simple reference to time line

Under Park Recreation Director Report:

item #2, 2nd line should read “A letter will be sent”

Item #4 should read, “1 ID was issued and 0 were renewed

Item #6 should read, 1st. line “A copy of a cover page for Pre-K and the YAC

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program.

Resolved, to authorize the fee schedule for the 2014 YAC Summer Season and registration dates, as follows; for Monroe residents it's \$170 for one child, \$125 for additional siblings, for Harriman and Kiryas Joel residents it's \$210 for one child, \$150 for additional siblings, for Pre K registrants, it's \$60 per child for each two week session, for extended day it's \$2.50 per hour.

Privilege of the Floor – Public Concerns

Note: The Commissioners suspended the agenda, during #3 Privilege of the Floor to discuss the topic of the #5 Security. Afterwards, the Commissioners returned to the agenda

Tony Romagnino, MW Roller Hockey President was present at the meeting. Mr. Romagnino invited the Commission to attend their Open House event at Smith Clove Park, on Saturday April 19th at 1pm. He requested part of the parking lot to be closed off for the parade. Further discussion was had on the topic. The Commission approved the request. Mr. Romagnino reported that he spoke with the building inspector regarding the scoreboard, as recommended by Chairman Cardone during February's meeting. Based on the inspector's recommendations, the league will proceed with purchasing the scoreboard and having it installed. He also asked about the procedure for having a picnic in the park. Mr Truax advised what the Pavilion Rental procedure consists of. Mr Romagnino will continue to follow up with him.

Mike Chiarito, MW Little League President was present at the meeting. He spoke about a District Summer League Tournament. He would like to go back to the event coordinator for Little League and let them know that Smith's Clove Park fields can be included as a location for games/playoffs. Mr. Mancuso reminded the Board as to what was done in prior years regarding this request from Little League. Mr. Chiarito was satisfied with the same accommodations as last year. Also, Mr. Mancuso stated, also in their field request, they asked for Field#1, Field #3 and Field#4. Chairman Cardone advised Field #4 may not be available this year, due to the impending Field #4 improvement project. Mr Chiarito apologized for not having a representative present during January's and February's meeting; the Commission accepted his apology. Further discussion was had on the topic. In conclusion, the Commission approved the additional league's field usage request.

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

Resolved, to allow at no charge on a trial basis, M-W Little League to include 5 time slots in Smith's Clove Park, as part of a District tournament field rotation schedule for mid-June and July utilizing field 1 and 3.

Ayes: 4 Cardone, Battaglia, Morris, Niemann
Nays: 0

Chairman Cardone advised Mr. Chiarito to follow with Mr. Mancuso with the tournament dates, when they are known.

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Security

Scott Perry, Vice President of Atlas Security, stated no incidents to report. The hours for the security staff will be increased by two guards shortly due to the warmer weather. He also introduced Obie Patel, an Operations Specialist with the company who will be reporting to the Board in his absence at times.

Field#4 Improvement

Justin Dates, rep from Maser Consulting P.E engineering firm, was present to speak regarding their new findings, based on the discussion from last month's Park meeting, for the Field#4 Bleacher and Press Box Upgrade Project. They received a quote from Orange and Rockland (O & R) for the O & R pole; a cost of \$17,000 to remove the pole and relocate to the landscape island. A second estimate of \$70,000 was received from a lighting engineer regarding relocation the "field lighting" pole and fixtures on the 50 yard line. He added the consulting firm has grant writers on their staff that could assist with applying for grants, if needed. The Commission thanked him for the information. The length and width of the bleachers is the same. They did change field access. The new press box location will be offset from the light pole. In addition, the press box has two entry doorways, a ceiling hatch and a ladder to get access to the roof. They also adjusted the seats around the press box so that the views from inside the box won't be obstructed. Total seating is 626; the handicap seating was designed as per the ADA (American Disability Act) guidelines. The overall structure of the bleachers is still being looked at; soil testing results are pending which will determine how to design the structure. For underneath the bleacher itself, the firm is proposing to place landscape fabric with 4 inches of stone on top to close the slope. Chairman Cardone asked for a type of fencing or some other method to close off the area underneath the bleachers. Mr. Dates will look into it. The firm proposes to address the drainage issues by placing an underdrain which will bring the water away from the area. Chairman Battaglia asked how long it will take to remove the pole. Mr. Dates stated he didn't have an approximate time frame. A sample color chart was distributed to the Commission for their review as possible colors for the press box. Further discussion was had regarding the topic. Commissioner Morris asked for a recap based on the changes discussed during this meeting. The firm will wait for the soil testing results so that they can determine how the bleacher structure will be designed. A base closure with a skirt or a façade to close off the area underneath the bleachers will be planned. Mr. Dates suggested that the Park could move forward with O&R with relocation the utility pole and service. Lastly, Mr. Mancuso asked for a photo realistic rendering of the bleacher project. Mr. Dates noted a realistic rendering will cost an additional \$2,400. The Commission asked for a cheaper price. Mr. Dates will speak with his manager. Timeline for the project estimates to be the same (even with the new changes); 90 days for order processing, 30 days approximately for construction. Further discussion was had on the topic. The Commission expressed safety concerns for the football teams practicing on Field#4 close to the construction site. Mr. Dates offered temporary fencing to secure the area. A new proposal will be presented at the next meeting.

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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 February 24th minutes for approval (draft). Mr. Mancuso clarified for Priscilla the difference of voting for minutes even when there is not a quorum present and a Commissioner voting on minutes without having time to review them in a reasonably accurate and complete form.
2. A copy of a cover letter sent to leagues along with the 2014 field usage schedule.
3. A copy of a breakdown on outstanding items by the leagues.
4. A copy of ID's issued for the month of March, 10 new IDs were issued, with 4 renewals
5. The following event request require an approval:
 - a. Trail Hike to be held on Saturday May 17th 1:00 – 3pm. Total amount requested is \$318.00.

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

Resolved, approve the following event request; Trail Hike, which will be held on Saturday May 17th, for \$318.

Ayes: 4 Cardone, Battaglia, Morris, Niemann
Nays: 0

6. A copy of April's Park Calendar. No classes will be held during Spring Break.
7. A copy of the security bid award letter to Atlas Security.
8. A copy of a thank you letter to security bidders
9. A copy of a letter to MW Little League, regarding Tournaments.
10. A copy of a cover letter to Youth Football, sent with FOIL Documents.
11. A copy of a letter to Youth Football requesting additional information.

In other matters, Mr. Mancuso noted the Town requested all YAC jobs/employees will need to have positions created under Civil Service guidelines. Without this requirement, the employees are not covered under workman's comp. Mr. Mancuso asked Mr. Truax to check out the area that is being cleared on Park Ave to see if a new field will be built there. Mr. Truax will look into.

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Lastly, Mr. Mancuso proposed a punch system for Park ID's to help security identify persons with an expired ID. When security is given a Park ID and it has expired, they are to punch the card and return it back to the resident and allow them access advising them that the card has expired. The next time security is presented a card that has been punched; they should deny the person access to the Park. Mr. Mancuso reminded the Commission of the renewal process and how it can be done by mail or dropped off at any time. The Commission agreed to the idea.

Park Manager Report:

Mr. Truax reported he will check on the cleared area on Park Ave, as previously requested by Mr. Mancuso during his report. He's currently looking to sell the surplus equipment. A resolution is needed to so that an ad can be placed in the paper.

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

Whereas, Manager Truax has identified several pieces of equipment as being surplus to the needs of his department and

Whereas, it is the up to the MJPR Commission to declare equipment owned by the Park to be surplus to their needs and directing disposal of same

Now, therefore, be it resolved the following equipment is hereby declared to be surplus to the needs of the Park

- **Bob-Cat ZT 200 61" Cut Mower Deck, Zero turn...22HP Kohler Command Engine 1477hrs...**
- **Bob-Cat ZT 225 61" Cut Mower Deck, Zero Turn...25HP Kawasaki Engine 881hrs Minimum bid \$1,000**
- **Bob-Cat Predator-Pro 61" Cut Mower Deck, Zero turn...31HP Generac Engine...586hrs...Minimum Bid \$1,500**
- **Exmark Lazer-Z 60" Cut Mower Deck, Zero turn...23HP Kawasaki Engine.. Liquid cooled...1545hrs... Minimum Bid \$1,200**
- **Wheel Horse Tractor 520HC 60" Cut Mower Deck, 20HP Owen Engine...Hydro.. 1041Hrs...Minimum Bid \$850**
- **Wheel Horse Tractor 520HC 60" Cut Mower Deck, 20HP Owen Engine...Hydro.. 770Hrs...Minimum Bid \$850**

And further, Director Mancuso is directed to advertise the aforementioned equipment for bid including minimum bid amounts where advised, with a return date of May 16 at 3:30 pm and to be opened publically at the May 19th Park meeting at 7:45. And further resolved that in the case of no bid meeting or exceeding the minimum bid amount, the Board may choose to accept the best offer, donate or dispose of the item as they deem fit in the best interest of the Park.

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Ayes: 4 Cardone, Battaglia, Morris, Niemann
Nays: 0

Old Business:

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

New Business

Having no issues to discuss during new 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: 4 Cardone, Battaglia Morris, Niemann
Nays: 0

With no further business, on a motion from Morris seconded by Battaglia the meeting was adjourned at 9:35 pm. Carried unanimously.

Priscilla C. Chang-Staley
Park Secretary