

Final Minutes

Monroe Joint Park Recreation Commission, October 26, 2015

The Monroe Joint Park Recreation Meeting was held at Smith's Clove Park, 133 Spring St, Monroe, New York on the 26th day of October 2015.

PRESENT:	John Battaglia	Chairman
	Ann Marie Morris	Adm. Chairman
	Steve Pavia	Commissioner
	Laura Bollenbach	Commissioner
	Andrew Calvano	Commissioner
	Joe Mancuso	Park Recreation Director
	Paul Truax	Park Manager
	Priscilla C. Chang- Staley	Park Secretary
	Stephen Gaba	Park Attorney

ABSENT: Commissioners Mike Niemann and Anthony Vaccaro

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

Approval of Minutes

On a motion made by Commissioner Bollenbach and seconded by Commissioner Calvano

Resolved, to approve the minutes of August 24, 2015, as written. After two months having voted on the minutes, the minutes are approved.

Ayes: 5	Battaglia, Morris, Bollenbach, Pavia
Nays: 0	
Abstain: 1	Calvano

On a motion made by Commissioner Bollenbach and seconded by Commissioner Calvano

Resolved, to approve the minutes of September 28, 2015, as written.

Ayes: 5	Battaglia, Morris, Bollenbach, Calvano, Pavia
Nays: 0	

Privilege of the Floor – Public Concerns

Monroe residents Liz Ridgeway and a Village resident Jean Morales were present in the audience as observers. Town Board member Dan Burke attended the meeting also.

Security

Park Recreation Director Mancuso reported a MW Pop Warner player was injured during a

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football game. No other information is known at this time. An incident report was filed.

Park Recreation Director Report

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

1. A copy of the September 28, 2015 minutes for approval (draft).
2. A copy of the most recent pavilion rental schedule.
3. A copy of Park IDs issued in October. 5 IDs were issued this month, with two renewals.
4. A copy of the pumpkin painting event final report. *The event was well attended. Mancuso thanked Adm. Chairman Morris, Chairman Battaglia and Park Manager Truax for their assistance. Approximately 150 pumpkins were given away.*
5. A copy of November's Park Calendar. *Mancuso added that the Turkey Trot is coming up on November 28th. Volunteers are needed to assist with the event. Commissioner Morris asked for an email reminder, asking for volunteers, to be sent to the Commissioners. To commemorate the 25th anniversary year's Turkey Trot, a tee shirt with a quick dry material, will be given to registrants at the event. Quantity and cost of the shirt is not known.*
6. A copy the Health Fair application.
7. A copy of the Turkey Trot application and approvals, from the Village, County and the State.
8. A copy of an employment application for the instructor position. *The position is for an instructor for the daytime classes; the current one is resigning soon (in the beginning of November) and will need to be replaced because the classes are still in session.*
9. A copy of the 2015 YAC financial report. *The revenue for the YAC is \$123,187, \$111,219.57 was spent on expenses, \$11,967.43 was the net gain. This is the total for all the programs associated with the summer camp program. Mancuso also noted there were a total of 588 yac campers this year 33pre-k and 9 scholarships which is a increase from last year. Commissioner Calvano questioned the increase in salaries over last year. Mancuso explained that we had to hire additional counselors along with the committees' decision to increase the salaries.*
10. A copy of comments and responses regarding the field 4 bleacher and press box project developed during a committee meeting. *Mancuso spoke with Justin, who will prepare the final draft this week. The final draft is needed before it can go out to bid. The Bid Opening date is now in December.*

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11. A copy of the Atlas Incident report regarding the football injury that occurred on October 25th.

Mancuso reminded the Commission that a Nominating Committee is needed to poll the Commission to come up with a slate of officers for 2016 and to distribute this information before November's meeting. Commissioner Pavia's term for reappointment is coming up soon.

The Village Budget Workshop is on November 5th. Lastly, he reminded the Commission that security services with Atlas security will be ending soon; the process to start the Watch Man position should start soon.

Park Manager Report:

Park Manager Paul Truax reported that fall cleanup in the park has already started, which also includes planting bulbs for the spring. The Commission thanked Mr. Truax for the maintenance department's hard work. He also reported that vacation hours are being used up before the end of the year.

Old Business:

Field #4 Revised Bleacher Plan

Previously discussed during Mr. Mancuso Park Director's report.

50th Anniversary Event Review: Winter Carnival

Planning for the winter carnival event is ongoing. The date of the event is being scheduled for January 2016, during MLK weekend. Mr. Mancuso suggested creating a community calendar that would provide information (and coordination) regarding park events and others in the local community.

Land Encroachment Update

Park Attorney Stephen Gaba provided an overview regarding the history of the violation to the audience members present, including the Commission's decision (from October's Park meeting) to proceed with getting the soil tested. (Audience members who were there to observe and provide public input were Monroe resident Liz Ridgeway, Village resident Jean Morales and Town Board Member Dan Burke.) Mr. Gaba also reported that the landowner has submitted a check for \$1,500 for soil testing, which has been placed in escrow. During this process, he has learned that the Town Building Inspector, since filing the violation, has concluded that his department's involvement in this matter should cease citing it is now a civil matter. Further discussion was had on this topic. In the interim, the date of the test is not known at this time. Once the test is completed, the Commission will decide on what to do next and ask the Town Building Inspector to readdress the situation. Mrs. Ridgeway commented that she observed the trucks delivering the soil on to the property and tried contacting the Town Building Inspector to report it. After leaving numerous messages, Mrs. Ridgeway did receive a message from the Inspector who stated this is being handled by the Village and Smith Clove Park. Mrs. Ridgeway also stated that she heard continuous dumping for several days until she called the Park directly and it stopped. Further discussion was had on the topic.

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Playground Sign Update

Plans for the playground sign will proceed as presented in a previous park meeting.

Sidewalk Proposal

Mr. Mancuso reported plans are being made to replace the sidewalk in front of the recreation building that leads to the playground as well as other areas in the park. Commissioner Vaccaro worked with Mancuso regarding drainage issues. Originally, the plan was to piggy back on the existing Village contract but now the Commission will proceed in a different direction due to their decision to use concrete in different colors and other details. The estimated date the project will go out to bid is in December.

Front Sign Proposal

No new updates, at this time.

New Business

2016 Park Budget Proposal Discussion

The Commission will meet with the Village to discuss the park's budget in November (The Village was not aware that the Town budget meeting already occurred.)

Violence in the Workplace report

Discussion was postponed until next month.

YAC financial report

The report was previously discussed during Mancuso Park Director's report.

Lastly, the Commission extended an invitation to the Town and Village Board members to attend the upcoming Park events, including the Park's 50th anniversary festivities and the 25th anniversary of the Turkey Trot. Town Board member Mr. Burke responded that he will forward the invite to the other Board members.

Mancuso readdressed the topic of Atlas Security contract ending. He asked for date for when Atlas Security should end their services. The Commission decided the end date should be November 15th, 2015. They also asked Mancuso to contact the Watch Guard applicants who were chosen previously.

EXECUTIVE SESSION

On a motion made by Adm. Chairman Morris and seconded by Commissioner Pavia
to enter into executive session to discuss personnel at 8:29 pm.

Ayes: 5
Nays: 0

Battaglia, Morris, Calvano, Bollenbach , Pavia

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On a motion made by Commissioner Calvano and seconded by Commissioner Pavia

to exit from executive session and return to open session at 8:55 pm.

Ayes: 5 Battaglia, Morris, Calvano, Bollenbach, Pavia
Nays: 0

On a motion made by Commissioner Calvano and seconded by Commissioner Bollenbach

To approve a 2% salary increases for all full time employees for fiscal year 2016.

Ayes: 5 Battaglia, Morris, Calvano, Bollenbach, Pavia
Nays: 0

Authorization for motion to Approve and Pay the Bills

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

Resolved, to approve and pay the bills.

Ayes: 5 Battaglia, Morris, Pavia, Bollenbach, Calvano
Nays: 0

With no further business, on a motion from Adm. Chairman Battaglia seconded by Commissioner Bollenbach, the meeting was adjourned at 9:18 pm. Carried unanimously.

Priscilla C. Chang-Staley
Park Secretary