

Final Minutes

Monroe Joint Park Recreation Commission, August 22, 2016

The Monroe Joint Park Recreation Meeting was held at Smith's Clove Park, 133 Spring St, Monroe, New York on the 22nd day of August 2016.

PRESENT:	John Battaglia	Chairperson
	Ann Marie Morris	Adm. Chairperson
	Laura Bollenbach	Commissioner
	Anthony Vaccaro	Commissioner (arrived @ 7:50pm)
	Joe Mancuso	Park Recreation Director
	Paul Truax	Park Manager
	Priscilla C. Chang- Staley	Park Secretary (arrived @ 8:17pm)
	Stephen Gaba	Park Attorney

ABSENT: Commissioners Mike Niemann, Andrew Calvano, Jonathan Novack, and Emily Whitman

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

Approval of Minutes

On a motion made by Adm. Chairperson Morris and seconded by Chairperson Battaglia

Resolved, to approve the minutes of July 25, 2016, as written. However, July's minutes will be voted again in September.

Ayes: 3	Battaglia, Morris, Vaccaro
Nays: 0	
Abstain: 1	Bollenbach

Privilege of the Floor – Public Concerns

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

Request – YMCA Use of Basketball Courts (Youth Group Fundraiser)

No representative was present and no proposal has been presented.

Mancuso explained that Christopher Felice, a YAC counselor and member of the YMCA teen group requested to him, to hold a 3 on 3 Basketball Tournament in the Park as a fundraiser. Mancuso advised him to come to the Board and make a formal presentation. Last time they spoke, he was planning on attending.

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Pop Warner (Fall Schedule)

No one from POP Warner was present.

Mancuso advised the Board that he did receive a fall schedule from POP Warner. On the Park's master schedule, they have access to field 4 and 6 on Saturday to Thursday, but not Friday. Last Friday, Mancuso got a call from the Watch guard that there was a POP Warner team coming in to use the Park. Manager Truax advised the Board that he purposely schedules maintenance and or treatment to Friday knowing that no one was scheduled to be on it.

The Board asked Mancuso to contact Mr Scully and or Mr DiLorenzo and advise them of the situation along with the understanding that the Watch guards will be turning away any group which is not scheduled to have access to the Park.

Park Recreation Director Report

Mancuso started his report with an update on YAC. He advised the Board that the final financial statement will be ready for next month; he is still waiting for a few outstanding invoices. He discussed the rise in the secondary accident insurance policy and the additional increase in enrollment. An initial review of the revenue and expenses indicate that there was a modest profit.

He then continued with the following information to the Commission;

1. A copy of the July 25, 2016 minutes for approval (draft).
2. A copy of a resignation letter from a Park Employee. Alex Molesworth (Alex is going back to school, his final day of employment is August 22).
3. A copy of a Lacrosse Equipment Proposal. *Mancuso stated he's offering an afterschool Lacrosse class and would need equipment.*
4. A copy of an event request; Pumpkin Painting/Hay Rides. The event is being planned for Sunday, October 30th, between the hours of 1pm to 3pm. *Mancuso doesn't know if the Village is planning a parade before the event.*

On a motion made by Adm. Chairperson Morris and seconded by Commissioner Bollenbach

Resolved to approve the Pumpkin Painting/Hay Rides event request that will be held on Sunday, October 30, 2016, not to exceed \$1,200. However, the motion will be voted again September, due to lack of quorum.

Ayes: 4 Battaglia, Morris, Bollenbach, Vaccaro
Nays: 0

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5. A copy of an event request: Turkey Trot. The event is being planned for Saturday, November 26th from 9 am to 11am.

On a motion made by Adm. Chairperson Morris and seconded by Commissioner Bollenbach

Resolved to approve the Turkey Trot event request that will be held on Saturday, November 26, 2016, not to exceed \$4000. However, the motion will be voted again September, due to lack of quorum.

Ayes: 4 Battaglia, Morris, Bollenbach, Vaccaro
Nays: 0

6. A copy of the Turkey Trot Participant Application. Mancuso requested permission to allow active service members to run as the Park's guest this year
7. A copy of an application to the State for use of the Road.
8. A copy of an application to the Village for Use of Roads.
9. A copy of the Turkey Trot Health Fair Application.
10. A copy of an event request; Holiday Tree Lighting. The event is being planned for Sunday, December 4, starting at 6pm. *Mancuso suggested hiring the characters to assist Santa with the kids made notable from the movie "Frozen" to distribute candy.*

On a motion made by Adm. Chairperson Morris and seconded by Commissioner Bollenbach

Resolved to approve the Holiday Tree Lighting event request that will be held on Sunday, December 4, 2016, not to exceed \$1,100. However, the motion will be voted again September, due to lack of quorum.

Ayes: 4 Battaglia, Morris, Bollenbach, Vaccaro
Nays: 0

11. A copy of a proposal for the Winter Festival. Mancuso advised the Board that he would refining the itinerary as we get closer and depending on the weather being conducive to the activities planned.
12. A copy of the park's calendar for September.
13. A copy of the YAC Returned Check Log.
14. A copy of a list of companies that picked up the Press box bid packages. *Mancuso added that the notice was advertised in two Construction Journals.*
15. A copy of a proposed Agreement for the Leagues. *Mancuso stated he drafted points the Board may want to include in a lease agreement; he asked the Commission to review and decide if they would like to move forward with sending to the leagues. The intention of the agreement is to try*

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to resolve some of the ongoing problems that have occurred year after year. Chairperson Battaglia suggested all Commissioners should have the opportunity to review and provide input; with regard to legal aspects he asked for the Park Attorney to review the agreement, as well. The Commissioners can vote on the agreement by October.

16. A copy of the Picnic Schedule. *Mancuso stated he is agreement with the consensus that the reason for the decrease of the pavilion rental is because of the park's enforcement measures to prohibit the use of alcohol in the park. He also added that the decline may have to do with people looking into other venues.*
17. A copy of the Park ID's issues for the month.
18. A copy of a sample ad in the Fire Dept. Journal. *Mancuso provided some information regarding the ad. The Orange County Fireman Parade this year is in Monroe. The Commission was asked if they would be interested in taking an ad in their journal. Further discussion was had on the topic. Adm. Chairperson Morris asked if the topic can be added to September's Park Meeting. Park Attorney commented that as long as there is specific purpose regarding the Park (like advertising for an event) by placing the ad in the journal, there should be no conflict.*

Park Manager Report:

Park Manager Truax advised the Franklin Ave Playground had approximately 100 yards of mulch delivered to help to beautify areas in the park. The front playground was weeded. Also the benches for the football field will be installed shortly.

Old Business:

Reserved Parking Signage for Expecting Mothers (Meghan Midtbo)

No new updates at this time.

Field#4 Seating Update (Press box bid update)

Chairperson Battaglia noted that they may be looking to add stucco to the concrete slab which caps the retaining wall; once the area is complete then they will consider it then. The cost of stucco is too much to add on to the project. Mr. Truax advised that the old press box will be disposed instead of repurposing it. There is an issue with a subcontractor within Hudson Hill Contracting that pulled an electricity line from the pole. \$6300 is the cost of the damage to the powerline, transformer and surrounding area. Hudson Hill asked the Park to pay for reimbursement. Truax noted that Hudson Hill has been advised repeatedly that it is his responsibility to seek payment from the trucking company that was making a delivery of his (Hudson Hill's) supplies.

Land encroachment update

Discussion of land encroachment detail.

Website Upgrade Update

Mancuso advised the Board he uses the current web page through-out the day during YAC to advise parents of changing weather, trips etc. and was reluctant to switch to the new version in case there was

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glitch.

Discussion: Recreation Aid

Discussion was postponed.

Discussion: Project List

Discussion was postponed.

Discussion: (Re-purpose indoor racquetball)

Watch guard observed activity in that area, after hours. They recommend locking the areas before the park closes. The Commission agreed with the Watch Guard's recommendations. Truax will work towards getting the area closed at new times. A sign will be posted noting the new hours.

New Business

Discussion: Winter Carnival (Skating)

Topic was previously discussed during the Park Recreation Director's report

Discussion: Spray Park

Chairperson Battaglia stated he would like to see a spray park in the Park. He asked Mancuso to research different types.

Discussion: Re-purpose indoor racquetball court.

No new updates at this time.

2016 Committee Assignments

Playground: Nothing to report

Evening/Weekend Crew: Nothing to report

Park & Grounds Maintenance (Walking Trails, Parking Lot and Drainage): Commissioner Vaccaro did calculations for the trail. The path will be 4 ft wide with 2 inches of pavement. The trail would be a network in the park. Parts of the trail will be geared for runners and for strollers. There are some areas that can be worked on now such as clearing shrubs and trees. However, he anticipates the project will take approximately two years. The Town and Village could be instrumental in helping or lending equipment. Signs will be posted along the trail, as well finding ways to enhance the physical aesthetics in the park. He will continue to work on the project with Commissioner Novack.

Concession Stand: The existing contract expires this year. The Commissioner decided to a new bid package would be needed.

Community Events: No new updates at this time.

YAC Committee: Previously discussed during the Park Recreation Director's report.

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League Scheduling: Previously discussed during the Park Recreation Director’s report.

5 Year Plan/Long Range Planning: No new updates.

EXECUTIVE SESSION

Having no topics to discuss in Executive Session, the Commission continued with the agenda.

Authorization for motion to Approve and Pay the Bills

On a motion made by Adm. Chairperson Morris and seconded by Commissioner Vaccaro.

Resolved, to approve and pay the bills.

Ayes: 4 Battaglia, Morris, Bollenbach, Vaccaro
Nays: 0

With no further business, on a motion from Morris seconded by Vaccaro, the meeting was adjourned at 9:27 pm. Carried unanimously.

Priscilla C. Chang-Staley
Park Secretary