

Monroe Joint Park Recreation Commission, December 19, 2016

The Monroe Joint Park Recreation Meeting was held at Smith’s Clove Park, 133 Spring St, Monroe, New York on the 19th day of December 2016.

PRESENT:	John Battaglia	Chairperson
	Ann Marie Morris	Adm. Chairperson (arrived at 7:52 pm)
	Andrew Calvano	Commissioner
	Laura Bollenbach	Commissioner
	Anthony Vaccaro	Commissioner
	Jonathan Novack	Commissioner
	Emily Whitman	Commissioner
	Joe Mancuso	Park Recreation Director
	Paul Truax	Park Manager
	Priscilla C. Chang- Staley	Park Secretary
	Stephen Gaba	Park Attorney

ABSENT: Commissioner Mike Niemann

Chairperson 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 Novack

Resolved, to approve the minutes of November 28, 2016, as written

Ayes: 6	Battaglia, Morris, Calvano, Bollenbach, Vaccaro, Novack,
Nays: 0	
Abstain: 1	Whitman

Privilege of the Floor – Public Concerns

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

Monroe Roller Hockey

MW Roller Hockey Treasurer James Alcide spoke about the status of the league. He spoke about changes in the league that looks to be promising and hopeful; they have a new secretary and new board members. In addition, they are working on increasing membership enrollment. He also spoke about how the rink serves so many people in the league and in the community. Roller hockey, as a sport, has served as a foundation for players who continue on to play on the Ice Hockey Leagues. He thinks the crack in the rink surface did have some impact on membership. They are looking to work with the Commission to come up with solutions to repair the rink; they are looking to be part of the planning process. Roxanne Damian, a new member of the MW Roller Hockey League was present; she spoke about looking to

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provide any assistance as well. Chairman Battaglia stated that the Commission recognizes the leagues' intention to provide support to the roller rink project as well as to the park. Commissioner Vaccaro commented he is interested in seeing the league grow as well as find a permanent solution to repair the rink. However consideration should also be given to the fact that other local rinks have closed, that enrollment in the local leagues is declining, etc. Further discussion was had on the topic. The discussion concluded by the Commission asking the league to look into their needs for field usage this coming year and provide a request that reflects that.

Plans are underway to have a winter festival to include ice skating; the commission asked if league could promote the event within their league. The commission invited the league to post flyers at the Park's office to recruit members. MW Roller Hockey Secretary Roxanna Damian, who was also present during the meeting, asked for information regarding the research finds of the resurfacing project. The Commission advised that they should not have their own parent on the league to fix the crack as what happened last year, without the Commission's approval. Truax stated he will provide that information. The Commission advised that they are willing to meet with the contractor (who did the work last year) at a future park meeting. Damian also asked if there was a way for business to post their signs around the rink, temporarily. Mancuso explained since the Park is a municipality, advertising in the park is prohibited.

Park Recreation Director Report

Mancuso reported the following information to the Commission;

1. A copy of the November 28, 2016 minutes (draft)
2. A copy of a revised letter to the Leagues, regarding January's mandatory meeting invitation.
3. A copy of a letter to the leagues; a copy of the letter will be issued to the leagues who request field time for the upcoming season. The letter includes a coaching seminar that was proposed in a previous Park Meeting.
4. A copy of proposed 2017 monthly meeting dates. A resolution is needed to approve the meeting calendar.
5. A copy of a list of Park Ids issued for December which includes an eleven year analysis; 191 renewals were processed this year which is a slightly increased.
6. A copy of the park's calendar for January. *Mancuso added that classes will start on January 17th. Also the date of the winter festival is still tentative; date will be determined based on when the new Recreation Aid starts. Some examples of the types of events that might be offered are ice hockey demonstrations, snowman making, cross county skiing, snow shoe, etc. Trustee Conklin voiced an interest in helping with the event; Mancuso has reached out to her. No response has been received to date. Commissioner Vaccaro asked if there is a way to stock pile snow to create a slope so that it can be used for sled rides. Further discussion was had on the topic. Battaglia commented that the pond looks good.*

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7. A copy of a thank you letter to Bagel World, for their bagel donation at the Turkey Trot event.
8. A copy of a thank you letter to Monroe Fire District, for volunteering their time during the Holiday Tree Lighting Ceremony.
9. A copy of the final report for the Holiday Tree Lightning Event. The event overall went well.
10. A copy of proposed dates for the Coaching Seminar.
11. A copy of the Snack Bar Bidder results. *Only one person submitted a bid, Mancuso reported. Calvano and Battaglia volunteered to chair the Snack Bar committee to review the application and check references. With regard to the current physical state of the Snack Bar, there is work still left to be done to have it cleaned and ready for the next concessioner as well as there is equipment that the previous concessioner still has to pick up. Costs to clean the area will be deducted from what the previous renter still owes. The keys will need to be returned, as well.*
12. A copy of a grading system used for the Recreation Aide applicants with results. *Bollenbach and Mancuso interviewed the candidates.*

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

Resolved, to approve the 2017 Park Meeting Calendar, as written

Ayes: 7 Battaglia, Morris, Calvano, Bollenbach, Vaccaro, Novack, Whitman
Nays: 0

Park Manager Report:

Park Manager Truax advised the seasonal worker will be ending soon. The position will be posted in the paper in January, for two editions during the first two weeks. Mancuso added that he will post for Yac jobs in January as well. The new walking trail is still being worked on. Approximately, \$10, 000 has been spent on the project. He's looking to ask the Town and Village of Monroe if they could assist with applying blacktop to the trail. Estimated date of completion is before YAC starts this coming summer; currently the project is on hold until the spring.

Old Business:

Snack Bar Bid

Topic was discussed during the Park Recreation Director's Report.

Discussion: Written Agreement with Leagues

Gaba reviewed the agreement; **no major changes reported?** Further discussion was had on the topic.

Field #4 Seating Update (As Built)

The Commission discussed an update to the Press Box project. Truax stated he followed up with O&R regarding the accident involving utility pole. Further discussion was had on the topic. **\$3,000 still left on**

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the contract?

Land encroachment update

Gaba provided an update regarding the land encroachment issue.

Appraisal Discussion

No new updates regarding the appraisal discussion so the Commission continued with the agenda.

Discussion: Recreation Aid

The Recreation Aid Committee has reviewed four candidates for the position. Mancuso expressed interest in expanding activities and classes in the park, as well as hosting community events, etc. Further discussion was had on the topic. At the conclusion of the topic, the Committee recommended Dylan Begany for the new Recreation Aid position.

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

WHEREAS, The Monroe Joint Park Commission needed to hire a Recreation Aid to assist the duties of the Recreation Director Joe Mancuso,

WHEREAS, in response to an ad in the Times Herald Records, candidates submitted employment applications,

WHEREAS, Park Recreation Director Mancuso reviewed the applications, along with the Recreation Committee who met with the applicants,

WHEREAS, the applicants demonstrated qualities and experience that meet the Civil Service Guidelines

WHEREAS, the money for this hire was appropriated in the 2017 budget,

THEREFORE BE IT RESOLVED to approve the candidate Dylan Begany for the full time Recreation Aid position for hire (with flexible hours as needed), address is 76 Golden Hill Ave Goshen NY, at a salary offered of \$19 per hour,

THEREFORE BE IT FURTHER RESOLVED, employment to be effective after the first of the year, as soon as the paperwork has been completed and approved by Orange Civil Service as well as conditional upon receiving a background check satisfactory to the Commission

Ayes: 7 Battaglia, Morris, Calvano, Bollenbach, Vaccaro, Novack, Whitman
Nays: 0

Discussion: Winter Carnival

Events are still being planned. Weather will dictate which activities will occur.

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New Business

Elections

Park Recreation Director announced the slate of officers for 2017:

John Battaglia Chairperson (running unopposed)

Anthony Vaccaro Adm. Chairperson (running unopposed)

Mr. Mancuso asked if there are any nominations from the floor. Hearing none, Secretary Staley cast a single vote in favor of the announced slate. Both candidates accepted the positions.

Flag Football Request (Spring Ball)

Pop Warner is requesting field usage for field#4 in the Spring for Flag Football. In the past, that particular field during that time frame was awarded to MW Little League and MW Soccer. Further discussion was had on the topic. The Commission decided that more information is needed before a decision can be made; it is not known if Flag Football would be considered a new league. As a new league, they would be required to proceed through the same field usage application process. A representative from the league would need to explain to the Commission how they operate. The Commission also agreed that the Coaching Seminar would help supplement park policies with the leagues.

Speed Sign Request (Back Exit)

A Monroe resident requested a 10 mile per hour street sign to be placed on the street by the back exit in the park, going towards Forest Street. The resident reported they had seen motorists speeding in that area. Further discussion was had on the topic. The Commission decided to place a street sign to help curb speeding.

On a motion made by Calvano and seconded by Bollenbach

Resolved to authorize Park Manager Paul Truax to place appropriate sign for the area.

Ayes: 7 Battaglia, Morris, Calvano, Bollenbach, Vaccaro, Novack, Whitman

Nays: 0

2016 Committee Assignments

No new updates at this time.

EXECUTIVE SESSION

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

to enter into Executive Session to discuss personnel matters at 9:49 pm

Ayes: 7 Battaglia, Morris, Calvano, Bollenbach, Vaccaro, Novack, Whitman

Nays: 0

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

to exit from Executive Session and return to open session at 11:12 pm

Ayes: 7 Battaglia, Morris, Calvano, Bollenbach, Vaccaro, Novack, Whitman
Nays: 0

Please note that the Commission suspended the agenda to vote on salary increases and the proposed 2017 Park budget.

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

Resolved that the following salary adjustments for 2017 are as follows:

John Wentland would receive a one-time \$2,500 annual increase.

Ayes: 7 Calvano, Novack, Bollenbach, Vaccaro, Morris, Battaglia, Whitman
Nays: 0

Joe Mancuso would receive a 2 1/2 % salary increase.

Ayes: 7 Calvano, Novack, Bollenbach, Vaccaro, Morris, Battaglia, Whitman
Nays: 0

Paul Truax would receive a 2 1/2 % salary increase and must begin to contribute 15% toward medical premium beginning with the first payroll period in 2017.

Ayes: 6 Battaglia, Calvano, Bollenbach, Vaccaro, Novack, Whitman
Nays: 1 Morris

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

Resolved to accept the 2017 budget which reflects the municipal contribution to be \$321,993.92 per municipality and an expense total of \$845,387.84. It is further resolved to authorize Park Manager Truax to meet with Comptroller Martin and close out the current 2016 Park Budget.

Ayes: 7 Battaglia, Morris, Calvano, Bollenbach, Vaccaro, Novack, Whitman
Nays: 0

Authorization for motion to Approve and Pay the Bills

On a motion made by Vaccaro and seconded by Morris

Resolved, to approve and pay the bills.

Ayes: 7 Battaglia, Morris, Calvano, Bollenbach, Vaccaro, Novack, Whitman

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Nays: 0

With no further business, on a motion from Novack seconded by Bollenbach the meeting was adjourned at 11:20 pm. Carried unanimously.

Priscilla C. Chang-Staley
Park Secretary