

Final Minutes

Monroe Joint Park Recreation Commission, March 27, 2017

The Monroe Joint Park Recreation Meeting was held at Smith's Clove Park, 133 Spring St, Monroe, New York on the 27th day of March 2017.

PRESENT:	John Battaglia	Chairperson
	Anthony Vaccaro	Adm. Chairperson (departed @ 9:30 pm)
	Ann Marie Morris	Commissioner
	Andrew Calvano	Commissioner
	Laura Bollenbach	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

Note: Park Recreation Aide Dylan Begany attended to observe.

ABSENT:

All Commissioners were present for the meeting.

Chairperson John Battaglia called the meeting at 7:30 P.M, with the Pledge of Allegiance.

Please note the Commission suspended the agenda to discuss the topics of Men's Softball Field Request Change, Press Box Update. Afterwards, the Commission returned to the agenda.

Approval of Minutes

On a motion made by Vaccaro and seconded by Morris

Resolved, to approve the minutes of February 27, 2017, as written

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

Privilege of the Floor – Public Concerns

Robert Collins, representative from Men's Softball was present to speak with the Commission about their field request for field#3. They would like to change this year's schedule back to the same it was in the past. They were approved from Monday, Tuesday, Thursday and Friday but would prefer Tuesdays through Fridays. Mancuso stated even field#3 is the most used field in the park and needs time to rest,

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he will look into changing Monday back to Wednesday. Battaglia emphasized that there needs to be field time for the public to use. Consideration was made to include more public usage time; all field requests will be scaled back to allow for fields to rest and to be used by the public. This year there was an increase in time for the fields. Collins further added that they try to end their season by the end of August. The Commission will review the change and make a decision.

Collins also talked about the league combining with other softball leagues to form one 501C non-profit organization. Attorney Gaba added that the process isn't difficult; paper work would need to be filed along with tax forms, bylaws, etc.

Chris DiLorenzo, representative from Pop Warner, provided an update to the Commission regarding new press box proposals. He presented three quotes for the Commission to review based on the same design which is 10 x 18 feet structure and it would have to be placed on the concrete slab in the same spot as the existing one. The foundation was installed during the upgrade and it is specific in size and location. The first quote of \$21,440 from Grey's Woodworks would be delivered fully assembled. The second quote of \$19,850 is from Gagliardi Builders. The third quote of \$15,200 is from Teepee Construction. Electricity would be piped into the structure. Mr. Dilorenzo talked about external access into the building; he wasn't sure if access to the roof is needed externally if there is a hatch in the building. The Commission responded "they believe that an alternative exit is required". Vaccaro noted that the Building Inspector should assess the situation so that they can be in compliance. Further discussion was had at this time.

Dan Martin, from the Men's softball team came to the meeting to thank the Park Commissioners. He is also wanted to advise that he was no longer an officer on the league. The Commission thanked him for all of his work and dedication to the league and the Commission.

At this time, the Commission suspended the agenda to go into Executive Session to discuss personnel matters. Afterwards the Commission returned to the agenda.

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

Resolved, to enter into Executive Session to discuss a personnel matter at 8:04 pm.

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

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

Resolved, to exit out of Executive Session at 8:40 pm.

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

Note Chairperson Battaglia suspended the agenda to announce the retirement of Park Manager Paul Truax. He talked about his 47 years of dedicated service to the park. Village Trustees Neil Dwyer, Debbie Berringer and his wife Carol came to the meeting at this time to congratulate and honor him.

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Park Recreation Director and Commissioner Morris spoke, as well. Note, our meeting night was in conflict with the Towns meeting and representative from the Town were unable to attend.

Park Recreation Director Report

Mancuso suspended his report to address the topic of the water bill (while the Village Trustees were still present) then continued on with his report. Balance is \$40,000. Since 2012, the Park has been using Village water to irrigate the fields. There was an understanding by the Board that the Park didn't have to pay for the water from the Village. Previously the Park was using a pond on the property; due to a rapid drawdown, drawing water from the pond damaged the sprinkler system so it (the pond) could no longer be used. Further discussion was had on the topic. Village Board member Neil Dwyer stated he will look into the matter. (Please note that Adm. Chairperson Vaccaro left the meeting at this time).

Before the meeting continued Chairperson Battaglia thanked Mancuso for sending his report to the Commissioners prior to the Park Meeting and asked that he continuing sending. The main discussion of Mancuso's report is the Senior BBQ event request. The event is scheduled to be held on Thursday, June 15th from 11:30 am to 3:00 pm. Mancuso is planning the event along with the Monroe Senior Center.

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

Resolved, to approve the Senior BBQ event request, to be held on Thursday, June 15th. Total amount of the event is \$1,500

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

He then continued reporting the following information to the Commission;

1. A copy of the February 27, 2017 minutes (draft)
2. A copy of a resolution Maintenance hire.
3. A copy of an event request for the Senior Day Program. *A resolution was passed earlier in the meeting.*
4. A copy of an event request for Spring Break Program. *This is a drop off program from children ages 9-13 to be held during spring break (Monday, April 10th through the 14th). Different activities will be offered. Total cost of the event is \$1,018.00. A resolution is needed to approve.*

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

Resolved, to approve the Spring Break Week Activity event request. Total cost not to exceed \$1,100.00

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

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5. A copy of a racquetball court conversion proposal. *Dylan Begany, Park Recreation Aide, spoke further regarding the proposal. Wallyball is a sport similar to volleyball but the walls are in play. The size of the court for Wallyball is the same as racquetball; it would work as a suitable option to repurpose the court. He showed a video about the sport and explained some of the rules. Further discussion was had on the topic. The Commission liked the idea. More information will be presented at a later time.*
6. A copy of the Parks Spring Program Registration Report. *The program, in its entirety has filled 176 spaces.*
7. A copy of a request from Men's Senior Softball league to switch days.
8. A copy of a draft of the 2017 League Schedule. *A resolution is needed to approve.*

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

Resolved, to approve 2017 Field Usage Schedule, with tonight's changes on March 27th.

Whereas, each January at the monthly meeting of the Monroe Joint Park and Recreation Commission, leagues or groups are invited to present their requests for field or court time for the upcoming playing season and

Whereas, in December 2016 Recreation Director Mancuso did send to all leagues using the park last year a copy of the "17 Leagues Field Use Request" form and the cover letter "Ltr To League 2017 Season doc", and "League Agreement", a copy of Park Rules and Policies and a copy of a Village Local Law #2 2015 as it pertains to Smith's Clove Park and

Whereas, on January 23, 2017 the monthly meeting, of the Monroe Joint Park Commission was cancelled due to the weather and eventually rescheduled by public notice for January 30, 2017 and

Whereas, the policy for the Commission is to accept every application presented that night to be reviewed by the Recreation Director for field and time availability and

Whereas, Mancuso did offer to the Commission during the February 27, 2017 monthly meeting document explaining any new requests and/or conflicts with the schedule and

Whereas, Mancuso and representatives from the Board did subsequently meet with each league individually to discuss their requests and their ability to comply with the 2017 Leagues Field Use Agreement and

Whereas, those leagues that are not a 501 c 3 have represented that they are seeking the status; we expect them to continue to do so and

Whereas, Mancuso in March met with a committee to review the draft schedule which was also e-mail to the whole Board and

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Whereas, Mancuso did request that the Board review both documents and e-mail to him any changes, questions or comments they may have and

Whereas, on March 16, 2017 at 12:28pm Mancuso sent a copy of the draft 2017 Field Use schedule to all the 2016 Leagues with a cover letter stating in part that we were not able to accommodate all requests and

Whereas, Men's Softball did request to swap their Monday slot with an open Wednesday slot and

Whereas, on March 27, 2017 Mancuso did resolve all issues and conflicts to the best of his ability and presented to the Board a completed 2017 Field Use Schedule

Now, therefore be it resolved, the Monroe Joint Park Commission approve the 2017 Field Use Schedule as revised and presented on March 27, 2017 with a modification to the Men's Softball leagues

Ayes: 6 Battaglia, Morris, Calvano, Bollenbach, Novack, Whitman

Nays: 0

9. A copy of the resolution league schedule.

10. A copy of the Park's April Calendar.

11. A copy of Park Ids issued.

Park Manager Report:

With regard to Field#3, Commissioner Novack reported that clay will be reapplied in the areas that need it. Commissioner Novack reviewed an analysis of the soil and requested a revised contract from our field fertilizer applicator. He provided a quote from Perennial Services and also did an analysis as to what the additional work would cost if we did it in house and determined that it was best to have it added to the contract. Further discussion was had on the topic. Paul will continue this year with Perennial Services.

Please note the Commission suspended the agenda to go back into Executive Session to discuss personnel matters.

EXECUTIVE SESSION

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

to back into Executive Session to discuss a personnel matter at 10:36 pm

Ayes: 6 Battaglia, Morris, Calvano, Bollenbach, Whitman, Novack

Nays: 0

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

to exit from Executive Session and return to open session at 11:08 pm

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

Old Business:

Both old and new business was tabled.....Commissioner Battaglia suggested scheduling a special mid-month meeting to go over items outstanding from tonight's meeting. Mancuso will advertise in the Photo News.

New Business

New business was postponed for the Special mid-month meeting.

Maintenance Hire Discussion

On a motion made by Commissioner Morris and seconded by Chairman Battaglia the following motions were made;

Resolution to Hire Maintenance: March 27, 2017

WHEREAS, The Monroe Joint Park and Recreation Commission desires to hire a maintenance worker to replace Anthony Mann who left in October, and

WHEREAS, in response to an ad in the official newspaper, the Times Herald Record, a total of 20 applications were received and

WHEREAS, Director Mancuso has reviewed the application to short list those applicants who appeared most qualified and

WHEREAS, Recreation Director Mancuso along with Park Manager Truax interviewed with those applicant and

WHEREAS, several applicant demonstrated the needed experience, understanding of the job, enthusiasm, ability and willingness to perform the job duties and

WHEREAS, those applicant then met with a committee of Park Commissioners for a second interview and

WHEREAS, the expense was already anticipated in the proposed 2017 Park budget which requires no adjustment to the budget line at this time, now

THEREFORE BE IT RESOLVED that on recommendation of the hiring Committee, Kenneth R. McGrady, 719 Eagle Valley Road, Tuxedo NY 10987 be offered a full time laborer position at a rate of \$19/hour with flexible shifts as needed and

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RESOLVED further, his employment to be effective as soon as all required paperwork needed by the Town and the County of Orange has been approved, with a probationary period of 1 year from the date of their starting employment and passing a pre-employment physical.

WHEREAS, The Monroe Joint Park and Recreation Commission desires to hire a maintenance worker to augment the current workforce, and

WHEREAS, in response to an ad in the official newspaper, the Times Herald Record, a total of 20 applications were received and

WHEREAS, Director Mancuso has reviewed the application to short list those applicants who appeared most qualified and

WHEREAS, Recreation Director Mancuso along with Park Manager Truax interviewed with those applicant and

WHEREAS, several applicant demonstrated the needed experience, understanding of the job, enthusiasm, ability and willingness to perform the job duties and

WHEREAS, those applicant then met with a committee of Park Commissioners for a second interview and

WHEREAS, the expense was already anticipated in the proposed 2017 Park budget which requires no adjustment to the budget line at this time, now

THEREFORE BE IT RESOLVED that on recommendation of the hiring Committee, current part time employee Edward A. Kozlowski 69 McBee Ct. Monroe NY 10950 be offered a a full time laborer position at a rate of \$ 19/hour with flexible shifts as needed and

RESOLVED further, full time employment to be effective as soon has all required paperwork needed by the Town and the County of Orange has been approved with a probationary period of 1 year from the date of their starting employment and passing a pre-employment physical.

Ayes: 6 Battaglia, Morris, Calvano, Bollenbach, Whitman, Novack

Nays: 0

Resolution for alternate Hire;

On a motion by Commissioner Bollenbach and seconded by Commissioner Morris

Resolved, to authorize Mancuso to offer Keith Eric Lundgren, 111 Silver Maples Dr. Harriman NY 10926 a full time position as labor as an alternative hire if either Kenneth McGrady or Edward Kozlowski decline the position with the same terms as stated below; A full time laborer position at a rate of \$ 19/hour with flexible shifts as needed and full time employment to be effective as soon as all required paperwork needed by the Town and the County of Orange has been approved with a probationary period of 1 year from the date of their starting employment and passing a pre-

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employment physical.

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

Authorization for motion to Approve and Pay the Bills

On a motion made by Calvano and seconded by Bollenbach

Resolved, to approve and pay the bills.

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

With no further business, on a motion from Novack seconded by Whitman the meeting was adjourned at 11:14 pm. Carried unanimously.

Priscilla C. Chang-Staley
Park Secretary