

Final Minutes

Monroe Joint Park Recreation Commission, April 23, 2018

The Monroe Joint Park Recreation Monthly Meeting was held at Smith's Clove Park, 133 Spring St, Monroe, New York on the 23rd day of April 2018.

PRESENT:	John Battaglia	Chairperson
	Anthony Vaccaro	Adm. Chairperson
	Ann Marie Morris	Commissioner
	Andrew Calvano	Commissioner
	Jonathan Novack	Commissioner
	Emily Whitman	Commissioner
	Mary Elizabeth Burton	Commissioner
	Chris Sullivan	Commissioner
	Joe Mancuso	Park Recreation Director
	Priscilla C. Chang- Staley	Park Secretary
	Stephen Gaba	Park Attorney

ABSENT: Commissioner Rehman Shukr

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 Novack and seconded by Adm. Chairperson Vaccaro

Resolved, to approve the minutes of March 26, 2018, as written.

Ayes: 8 Battaglia, Morris, Vaccaro, Calvano, Novack, Whitman, Burton, Sullivan
Nays: 0

Privilege of the Floor – Public Concerns

Marty O'Connor was present to observe. He has expressed interest in joining the Commission.

Request: Summer Basketball league

No one was present to speak on the topic to the Commission. Mancuso provided a brief narrative. He stated that he met with a gentleman, John Juliano, who is interested in forming a basketball league at Smith's Clove Park after school ends and into July. Mancuso discussed with him his plans and some of the history of past summer programs. He offered John the option of working with him with the current program and framework. He also stated that if John wanted to do his own league he would need to go to the Board and possibly be required to meet the Park's requirements for leagues i.e. insurance, 501C etc. John came back at a later date with his proposal substantially different than the current structure, and Mancuso advised that he would need Board approval. As such his request was put on the agenda. The Commission decided more details are needed.

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Park Recreation Director Report

Mancuso reported the following information to the Commission;

1. A copy of March 26, 2018 (draft) minutes.
2. A copy of the Memorial Day Weekend Challenge poster. *Mancuso stated he and Vaccaro consulted with several local instructor/experts experienced in crossfit. Based on the recommendations, the challenge will be open to people with all fitness abilities. The course with a number of challenges along the route (located at various areas of the park) can be completed at the person's own pace. The course duration is one hour. Event will be advertised among the client base of the local fitness businesses and to the local paper. The event date has been set around Memorial Day weekend as a way to kick off the weekend. After discussion, the Commission approved the admission fee.*
3. A copy of the Memorial Day Weekend Challenge Entry Application.
4. A copy of the Hockey Lights Worksheet. *Mancuso explained the Park charges the leagues to use the field lights. 75% of the premium rate is what they pay. He explained that it is harder to determine usage when the meter is used by multiple users.*
5. A copy of the check that was submitted to pay the water bill.
6. A copy of Job Classification for a Laborer.
7. A copy of the Dog Show Entry Form. *Mancuso added he's received a good amount of responses for this event. Since the Park is hosting the event (along with the Action in Monroe Committee), the insurance coverage needed is coming from the Park. Morris noted that this is a good opportunity for people to register for Park Dog Tags.*
8. A copy of summer basketball request, including fees.
9. A copy of quote from TEEPEE Construction for the press box.
10. A copy of a description from a company BAS that provides a database for collecting and organizing data, including payments. *Battaglia added the Town is currently utilizing this service. Mancuso looked into another company (Rec Desk)that provides a similar service. The Commission felt it was worth exploring different options. One concern is that the data entered into the system may be difficult to verify or validate. The Commission decided the matter should be investigated further, starting with providing a way for people to pay with credit cards.*
11. A copy of a save the date invitation, from the Town of Monroe.

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12. A copy of a list of scrap metal totals.

13. A copy of candidates who applied to YAC. A resolution is needed to approve them. *Mancuso asked for the Commission to review and provide recommendations where necessary. After discussion, the Commission decided the candidates, with the exception of six indicated candidates, have been approved to continue with the hiring process. Mandatory meeting for staff is June 7. Security will adjust their shifts for coverage at the gate.*

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

Resolved, to approve to hire 2018 YAC staff as presented, with the exception of six interested candidates that Mancuso is still reviewing.

Ayes: 7 Battaglia, Morris, Calvano, Whitman, Novack, Burton, Sullivan
Nays: 0
Abstain: 1 Vaccaro

14. A copy of the park's event calendar for May.

15. A copy of the use of the park's pavilion facilities. *To date, two picnics have been scheduled. Morris asked if the fee is too high. Mancuso stated the fee was cheaper years ago but it was raised to cover the cost of garbage removal. Whitman felt the fee is too high and it should be re-evaluated. She also felt that a rain date for an event that is canceled due to weather should be allowed. Discussion will continue next month.*

16. A copy of a recall notice for a service water pump.

17. A copy of a quote from RecDesk Software.

18. A copy of the signed MW Bus Contract.

19. A copy of a sample resolution escrow.

20. A copy of correspondence regarding return of escrow. *Mancuso stated he received a letter from the Monroe Softball Association. The contents of the letter, with regard to the return of escrow, were different than what was discussed during the last month's Park meeting. Last month the Commission asked for the Monroe Softball Association to submit a letter which states the Monroe Softball Board's resolution, the individual leagues that have been merged along with the security deposit, under the association. In turn, the Commission will issue refund checks to the individual leagues. After discussion, the Commission agreed to deny the Association's request and restate last month's resolution.*

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

Resolved, to accept the resolution, to include the changes Park Attorney Gaba provided.

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

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21. A copy of a list of Surplus Equipment bid packages that were picked up. *Only one person picked it up.*

22. A copy of the Park Id's issued for the month of April. *Two were issued with 16 renewals.*

23. A copy of the monthly maintenance report. *Mancuso noted maintenance has been working on various daily tasks such as raking infields, emptying garbage cans and checking the area for litter. With regard to repairs, the Wally Ball Court has been painted, cracks on the hockey rink has been repaired, servicing equipment for spring, truck recall has been fixed, etc. With regard to projects, scrap metal has been transported out for recycling. Seedlings have been stored for Arbor Day planting. In terms of future plans, Wally Ball Court will be completed, continuing to look into a timer or motion detector for the racquetball court, have water lines mapped and valves evaluated etc. Vaccaro asked for an update regarding the trail. Mancuso stated the company is looking to start work soon.*

In other matters, Mancuso stated he's looking to restore or repurpose the fire truck which is located outside the maintenance building. Further discussion was had on the topic. Gaba expressed concern with safety with the fire truck; it should be in a secure location until a decision is made as to what's going to happen with it.

Please note the agenda was suspended to discuss the topic of the hockey rink and volleyball league. Afterwards the Commission returned to the agenda. Battaglia asked about the hockey rink; he asked if the surface can be monitored, after it's repaired. Mancuso stated he will. He said someone contacted him to discuss starting a volleyball league. Mancuso provided some information. Morris asked if the water behind the shed can be drained. A water drainage system is needed.

Park Manager's/Maintenance Report

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

Old Business

Land Encroachment

Battaglia stated topic was discussed during the Village's meetings, in executive session. Gaba also added no new updates.

Playground Update

No new updates at this time.

Garbage Contract

No new updates at this time. Currently the contract went out to bid.

Press Box

Burton stated TeePee's latest quote shouldn't be \$8,000 more than the original bid. The structure itself is smaller, with one less door. Demolition was not included. There was discussion among the Commissioners to ask Pop Warner for a donation towards the cost of the press box. It was also decided

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that the project's cost should not exceed \$18,000, as the Commission already made a decision on the total cost of the project.

Hockey Court

No new updates at this time.

2018 Committee Reports

- League Scheduling – No updates at this time.

- Snack Bar – The snack bar opened last weekend. Battaglia, along with Calvano, spoke with the Concession stand owners regarding the Commission's decision for the owners to manage taking orders YAC camper's lunches for this year, instead of Mancuso. He also encouraged the owners to attend YAC registration to pass out lunch menus so that parents are aware of what's being offered, along with the costs. He commented on the great work that was done in the snack bar.

New Business

BAS Automation

Topic was discussed in the Park Recreation Director's report.

EXECUTIVE SESSION

Since there were 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 Commissioner Morris and seconded by Commissioner Burton;

Resolved, to approve and pay the bills

Ayes: 8 Battaglia, Vaccaro, Morris, Calvano, Whitman, Novack, Burton, Sullivan
Nays: 0

With no further business, on a motion from Morris seconded by Novack the meeting was adjourned at 9:42 pm. Carried unanimously.

Priscilla Chang-Staley
Park Secretary