

FINAL MINUTES

Monroe Joint Park Recreation Commission, April 22, 2019

The Monroe Joint Park Recreation Monthly Meeting was held at Smith's Clove Park, 133 Spring St, Monroe, New York on the 22nd day of April 2019.

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

ABSENT: Commissioner 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 Commissioner Sullivan and seconded by Commissioner Conklin

Resolved, to approve the minutes of February 25, 2019.

Ayes: 5 Calvano, Novack, Burton, Sullivan, Conklin
Nays: 0
Abstain: 2 Battaglia, Vaccaro

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

Resolved, to approve the minutes of March 25, 2019.

Ayes: 5 Battaglia, Vaccaro, Burton, Sullivan, Conklin
Nays: 0
Abstain: 2 Calvano, Novack

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

Resolved, to approve the special meeting minutes of April 8, 2019.

Ayes: 5 Battaglia, Vaccaro, Calvano, Novack, Conklin
Nays: 0

Abstain: 2 Burton, Sullivan

Privilege of the Floor – Public Concerns

No one was present to speak from the public.

Park Recreation Director Report

Please note Mancuso addressed the Commission regarding the topics of the Egg Scramble report, ID computer and YAC staff before proceeding with Park Recreation Director’s report.

Mancuso reported that the Egg Scramble Event was well attended. The good weather helped the event’s attendance.

The computer, which is dedicated currently to strictly issuing Park Ids, has an outdated operating system. Lately it has been malfunctioning. The Town’s IT person was able to back up the data but Mancuso suggested upgrading the system so that he doesn’t lose any data going forward. In addition, he’s concerned the ID program not being compatible with the newest operating system, which is Microsoft 10. The cost to upgrade is not known at this time however the funds are available in the budget to proceed when needed.

Mancuso presented a list of camp counselor candidates for the 2019 YAC season to the Commission to review. Five to six more counselors are needed. Counselors who’ve worked at YAC in the past get first choice of the available positions. The applicants have all been interviewed. Included on the list is a nurse and two assistant directors. A resolution is needed to approve the list of candidates. Once the Commission approves, applicants will be offered a position, then they will attend an orientation at which time they would need to fill out a civil service application sent over to the Town and then civil service in Goshen for final approval as part of the hiring process. He asked the Commission to review the list and provide input regarding anyone they know, whether it is positive or negative. He also reported that he spoke with the Monroe Woodbury bus drivers; they are asking for a pay increase from \$14.50 to \$16 for this year. As per the lease, Monroe Woodbury bus drivers must be used to transport campers during the trips. To help cover the pay increase, he planned on increasing the cost of trips. Lastly, an applicant who applied last year is interested in a supervisor position at the camp. Based on their supervisory experience at a camp in Tuxedo, he felt this candidate should be hired to perform similar duties at YAC.

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

Resolved, to approve to hire 2019 YAC staff as presented

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

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

Resolved to authorize the pay increase for the MW bus drivers from \$14.50 to \$16.00
Ayes: 7 Battaglia, Vaccaro, Calvano, Novack, Burton, Sullivan, Conklin
Nays: 0

Mancuso reported the following information to the Commission;

1. A copy of March's Meeting Agenda 2019 (draft).
2. A copy of February 25, 2019 meeting minutes (draft).
3. A copy of March 25, 2019 meeting minutes (draft)
4. A copy of April 8, 2019 special meeting minutes (draft)
5. A copy of the Park's Calendar for May.
6. A copy of the Snack Bar Bid Results. *Two bids were picked up but one was returned.*
7. A copy of a letter of resignation (Whitman).
8. A copy of a letter of acceptance (Whitman). *The letter is to thank Whitman for her time and service on the Commission.*
9. A copy of a Certificate of Appreciation (Whitman).
10. A copy of 2019 YAC staff to hire. *Topic was previously discussed at the beginning of the Recreation Director's report.*
11. A copy of an acceptance letter to YAC staff. *The candidates, who are being offered a position, will receive the letter.*
12. A copy of the 2019 Monroe Woodbury Bus Lease
13. A copy of the Egg Scramble Final Report. *Topic was previously discussed at the beginning of the Park Recreation's report.*
14. A copy of a letter to the MOVAC, thanking them for their support during the Egg Scramble event.
15. A copy of ad seeking residents who are interested in joining the Park's new Adult Beach Volleyball League.
16. A copy of IDs issued for the month of April.
17. A copy of April's Maintenance Report. *The fields continue to be well maintained. There was maintenance truck that needed an inspection which was completed. All staff attended a safety meeting. There were a couple of incidents of vandalism; one involved a soap dispenser in the men's bathroom and the second involved benches by the basketball courts that were broken. Both have been replaced. The antique fire truck received a paint job; he's looking for a sign to display near it. Vaccaro asked Mancuso if he has seen anyone use the walking trail. Mancuso said yes, people have been walking on the trail. Battaglia asked if the vandalism occurred while the watch guards were on duty. Mancuso said no and believes more staff on site, will help deter vandalism.*

Lastly Mancuso noted that he received a letter from Department of Health regarding a summer camp advisory. It requests that all staff receive a measles shot, if they haven't had one. It also

requires all campers be up to date with their immunizations. Mancuso noted that he generally requests a copy of the immunization record (unless they have a letter from a medical doctor or clergy) and keeps it on file. He also has a list of campers who are not vaccinated and is allowed to accept non vaccinated campers. Mancuso asked if Attorney Gabe could research the information from the DOH regarding employees. Further discussion was had on the matter.

Park Manager’s/Maintenance Report

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

Old Business

Playground Update

Burton stated that they are still working on the new design. She thanked Conklin for his input during a recent playground planning meeting.

2019 Committees Report

No new updates at this time.

Cameras

No new updates at this time.

Land Encroachment

No new updates at this time. Case is still in discovery; the owner is not cooperating.

New Business

Snack Bar Bid

One bid was returned. The bidder offered \$1,500 during year one, \$2,000 during the second year and \$2,000 during the third. After discussion, it was decided to award the bid to the bidder, Christine Scancarello, 11 Rosemarie Lane, Monroe NY 10950

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

Resolved, to approve Snack Bar Bid

Ayes: 7 Battaglia, Vaccaro, Novack, Burton, Calvano, Sullivan, Conklin

Nays: 0

After the vote, the Commission readdressed the topic of former Commissioner Whitman’s resignation. After further discussion it was decided that her notice of resignation would be accepted.

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

Resolved, to execute the Certificate of Appreciation to Whitman.

Ayes: 7 Battaglia, Vaccaro, Novack, Burton, Calvano, Sullivan, Conklin

Nays: 0

EXECUTIVE SESSION

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

to enter into Executive Session to discuss land acquisition at 8:24 pm

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

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

to exit from Executive Session and return to open session at 8:35 pm

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

Authorization for Motion to Approve and Pay the Bills

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

Resolved, to approve and pay the bills

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

With no further business, on a motion from Calvano seconded by Vaccaro the meeting was adjourned at 8:40 pm Carried unanimously.

Priscilla Chang-Staley
Park Secretary