

## **FINAL MINUTES**

**Monroe Joint Park Recreation Commission, August 26, 2019**

**The Monroe Joint Park Recreation Monthly Meeting was held at Smith's Clove Park, 133 Spring St, Monroe, New York on the 26<sup>th</sup> day of August 2019.**

<b>PRESENT:</b>	<b>John Battaglia</b>	<b>Chairperson</b>
	<b>Anthony Vaccaro</b>	<b>Adm. Chairperson</b>
	<b>Andrew Calvano</b>	<b>Commissioner</b>
	<b>Chris Sullivan</b>	<b>Commissioner</b>
	<b>Kayel Conklin</b>	<b>Commissioner</b>
	<b>Joe Mancuso</b>	<b>Park Recreation Director</b>
	<b>Priscilla C. Chang- Staley</b>	<b>Park Secretary</b>
	<b>Stephen Gaba</b>	<b>Park Attorney</b>

**ABSENT: Commissioners Mary Elizabeth Burton and Jonathan Novack**

Chairperson John Battaglia called the meeting at 7:35 P.M, with the Pledge of Allegiance. Tony Schaffer was present in the audience to observe.

### **Approval of Minutes**

Please note that the vote to approve the June 24<sup>th</sup> minutes was postponed until clarification of information, regarding the date of MW Youth Lacrosse field request. Afterwards, the Commission returned to the agenda.

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

***Resolved, to approve the minutes of July 22, 2019 as per corrections stated during the meeting.***

***Ayes:*** 4      Battaglia, Calvano, Sullivan, Conklin

***Nays:*** 0

***Abstain:*** 1      Vaccaro

### **Privilege of the Floor – Public Concerns**

With no one from the public present, the Commission continued with the agenda.

### **Request – 12U Travel Team Revisited**

With no one present to speak regarding the topic, the Commission continued with the agenda.

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**Request – Results Driven Fitness**

Theresa Weissburg, representative from Results Driven Fitness, was present to speak with the Commission regarding a proposal to host free exercise workouts in the park. They are looking to have the workouts on Fridays during the month of September. Each workout would be for one hour; eight coaches would be on site for each workout. If there is an overwhelming response to the workouts then they would divide the hour workout into two half an hour sessions. Each participant would have to sign a release prior to session. At the end of the session, they would solicit them. Whomever is interested in becoming a member at their facility would be invited to join on a later date. Mancuso distributed a proposal to the Commission which further explained the proposal. He also provided a narrative as to what the Commission has approved in the past. Mancuso stated that in the past we have offered Zumba classes and Yoga classes outdoors in the evening for the public. It was clear that it was a Smith's Clove Park event and to be advertised as such. Mancuso will oversee the program and Results Driven will supply the instruction. He further explained what is required for this request; insurance documentation and a list of participants who meet the Park's Monroe residency requirements are needed. Gaba added that a letter which states the business (Results Driven Fitness) will operate in the park to host the workouts at no cost; only Monroe Residents can participate and to name the park as additionally insured. Further discussion was had on the matter. The proposal was well received by the Commission. Battaglia suggested that their current members should get their Park ID, if they don't have one. A person with a valid Park ID can bring a guest. Mancuso offered to advertise on the Park's social media pages. Participants must be 18 years old and up. The Commission approved the request.

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

***Resolved, to approve, weather permitting, starting September and to work with Results Driven to supply instructor for the class.***

*Ayes:* 5            Battaglia, Vaccaro, Calvano, Sullivan, Conklin  
*Nays:* 0

**Park Recreation Director Report**

Mancuso reported the following information to the Commission;

1. A copy of August Meeting Agenda 2019 (draft).
2. A copy of the Activities Director's report.
3. A copy of the July 22, 2019 meeting minutes (draft).
4. A copy of an email communication regarding the field request from the Travel Baseball league and the Commission's decision from Battaglia.
5. A copy of an email correspondence regarding the proposal from Results Driven Fitness Systems.

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6. A copy of a request for a budgetary transfer for expenses that was overspent. After discussion the Commission approved the request.

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

***Resolved, to approve the funds transfer request as per recommendation by Mancuso.***

*Ayes:* 5            Battaglia, Vaccaro, Calvano, Sullivan, Conklin  
*Nays:* 0

7. A copy of the 2019 YAC Revenues and Deposits. *The extended day program did well this year.*
8. A copy of the 2019 YAC Final Report. *Overall, YAC went well even though there were less campers. No rainy days and no major injuries. Total profit is \$9033.21.*
9. A copy of the Board's comments regarding the playground project.
10. A copy of a 2019 check from the Village of Monroe; *their contribution to the 2018 budget.*
11. A copy of the 2020 Budget Worksheet.
12. A copy of the Park's Activity Calendar for September. On Wednesday, August 28 Fall registration will start; classes begin on Tuesday, September 17<sup>th</sup>.
13. A copy of an event request for the annual pumpkin painting event. *A resolution is needed to approve this request.*

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

***Resolved, to approve the pumpkin painting event request, to be held on Sunday, October 27<sup>th</sup> at 12:30 pm.***

*Ayes:* 5            Battaglia, Vaccaro, Calvano, Sullivan, Conklin  
*Nays:* 0

14. A copy of the pumpkin painting flyer.
15. A copy of an event request for the annual Turkey Trot. *A map of the course was distributed at the meeting. A resolution is needed to approve the request.*
16. A copy of the Turkey Trot map.
17. A copy of the request to MOVAC to provide medical support at the Turkey Trot.
18. A copy of the Turkey Trot event application to the Village.

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19. A copy of a cover letter to the Village regarding the Turkey Trot.

20. A copy of the application to the DOT regarding the Turkey Trot.

21. A copy of the 2019 Turkey Trot application including fees. *Mancuso proposed increasing the fees to \$18 for students but keep the same cost for families which is \$38. Further discussion was had on the topic. Conklin commented that there should be a way to join other local groups and plan a joined event.*

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

***Resolved, to approve the Turkey Trot event request, to be held on Saturday, November 30<sup>th</sup> at 9 am. Total amount requested is \$4,749.***

*Ayes:* 5            Battaglia, Vaccaro, Calvano, Sullivan, Conklin

*Nays:* 0

22. A copy of the Turkey Trot flyer/poster.

23. A copy of correspondence from John Finnegan regarding the return of escrow.

24. A copy of the Park's pavilion facilities.

25. A copy of the Water bill of August 2019. *Mancuso noted that the Park is conserving water; the amount billed has decreased as a result of watering the fields as needed instead of a pre-determined schedule.*

26. A copy of the Water bill of August 2018.

27. A copy of the Water bill history.

28. A copy of the August Maintenance Report. *Mancuso reported that work was done on the hockey rink; the final coat was applied. He is hopeful that the rink will be able to resume use by the weekend. Weeds were removed from the playground. Tires were purchased for the Gator. The lights on field three and four were repaired. The truck was inspected. In terms of projects that are being worked on, he's looking for quotes for the fixing a section of the parking lots. The speed bumps need to be repainted. There was a discussion of adding an additional speed bump by the Watch Guard's booth.*

In other matters, Mancuso noted he's working on transferring data from the existing computer that is used for Park IDs. Once the transfer is completed then the equipment should be declared as excess. Vaccaro asked about the tree lightening event; will there be an outreach to the local youth organizations to assist with caroling. Mancuso stated plans for the event are being made.

Mancuso stated that he received a message regarding a request to have Pop Warner Clothing Drive

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Donation Fundraiser in the park. The location of where the donations would be dropped off is in the park. A truck would be on hand to pick up the donations. No formal proposal has been presented to date. The Commission asked for a proposal with a presentation during September's meeting explaining the details before a decision can be made.

**Park Manager's/Maintenance Report**

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

**Old Business**

Playground Update

No new updates at this time.

2019 Committees Report

No new updates at this time.

Cameras

Mancuso met with the police department. They suggested a camera system that is expandable, having the ability to add additional cameras when and if needed. They will provide a proposal for the Commission to review. He suggested a police presence is still needed. In addition to the Village monitoring the cameras, the Commission will have the ability to view them. Further discussion was had on the topic.

Land Encroachment

No new updates at this time. Case is still in the discovery phase. Motions for judgement probably won't happen until next year.

Banner, advertising Leagues

Conklin stated that there wasn't much noted in the Village Code. The banner should be for the leagues that play in the park. Guidelines are needed including size, content, color, material, etc. Calvano and Battaglia volunteered to form a committee. Sullivan volunteered to obtain a copy of the sample Pop Warner's banner's design.

**New Business**

2020 Budget Presentation

Topic was postponed for a later date.

Budget Transfers

Topic was previously discussed during the Park Recreation Director's Report, topic#6.

Pickle Ball

Battaglia presented a proposal to purchase equipment in order to provide the Pickle Ball Sport to the park. The hockey rink would be the playing area for the pickle ball games; hash marks would be placed on the surface so that setting up the court lines would be easier. At this time the sport would be offered

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for recreational use as opposed to a league. He recommended that the park can purchase equipment and have them stored on site when not in use. The cost of the equipment (the net) is \$150 approximately. He can contact the Hockey league to advise of what the Commission is looking to do. Calvano asked the status of the volleyball recreational games. Mancuso stated it died out.

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

***Resolved, to approve the expenditure for the Pickle Ball Sport up to \$1000.***

***Ayes: 5***            Battaglia, Vaccaro, Calvano, Sullivan, Conklin  
***Nays: 0***

Cintas

Vaccaro asked about Cintas's bills. Mancuso stated Cintas will be phased out but he's waiting on the Army and Navy store as an alternative.

**EXECUTIVE SESSION**

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

***to enter into Executive Session to discuss personnel issues at 9:15 pm***

***Ayes: 5***            Battaglia, Vaccaro, Calvano, Sullivan, Conklin  
***Nays: 0***

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

***to exit from Executive Session and return to open session at 9:35 pm***

***Ayes: 5***            Battaglia, Vaccaro, Calvano, Sullivan, Conklin  
***Nays: 0***

**Authorization for Motion to Approve and Pay the Bills**

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

***Resolved, to approve and pay the bills***

***Ayes: 5***            Battaglia, Calvano, Vaccaro, Sullivan, Conklin  
***Nays: 0***

With no further business, on a motion from Commissioner Sullivan seconded by Adm. Chairperson Vaccaro the meeting was adjourned at 9:55 pm. Carried unanimously.

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Priscilla Chang-Staley  
Park Secretary