

FINAL MINUTES

Monroe Joint Park Recreation Commission, June 22, 2020

The Monroe Joint Park Recreation Monthly Meeting was held via **Phone Conference on the 22nd day of June 2020.**

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

ABSENT: Commissioner Kayel Conklin

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

Approval of Minutes

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

Resolved, to approve the minutes of May 18, 2020 as written.

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

Privilege of the Floor – Public Concerns

Robert Collins from the Monroe Softball Association was present on the call to speak with the Commission. He advised that leagues are allowed to starting playing sports during Phase three with restrictions, as per the Governor. He is looking to get a permission to start from the Park Commission. Mancuso noted the Governor can allow opening, but until the NY State guidelines are clearly defined, it's up to Smith Clove Park. He further added that one matter he's concerned with is regarding bathrooms. No indoor bathrooms can be opened; Smith Clove Park has facilities that are indoors. With regards to camps, one of the reasons why YAC couldn't operate is because the Commission, even though they were given guidelines from NY State, couldn't comply with them. Collins answered that the league will comply with all COVID-19 guidelines, including social distancing (with the players, coaches and officials), frequently disinfecting the equipment, etc. The league has a safety plan for the Commission to review; the safety plan doesn't not have to be submitted to NY State. Gaba noted that in Phase three the guidelines include gatherings up to 25 people but he will check again to make sure. How many people will be on each team who would be playing at one time? Collins stated a roster of a list of players will be provided, as well as a completed COVID-19 questionnaire which notes the person's current

temperature, after each game to the Commission. He offered to share information with other leagues to

FINAL MINUTES
June 22, 2020

help develop their safety plans.

Please note the agenda was suspended for the Commission to continue to address statements from the public. Afterwards, the Commission returned to the agenda. Adam Van Etten, Manager of OC Smash Baseball (which is part of the Greater Hudson Valley Travel Baseball League), spoke to the Commission to request field time. There are currently 11 players; nine of them are from Monroe. They do not have any local fields to play currently but travel out of the area. They are looking to have one or two practices a week on a Saturday. Their games are two hours, approximately. Tommy O'Toole, a resident from Monroe and local business owner, was also present on the call. He was looking to assist the team by petitioning the Commission for field time. O'Toole also offered to help with league with formulating a safety plan; he had to develop one for his establishment. Battaglia suggested that the league use the State's template for additional guidance. Further discussion was had on the topic.

Repairs to Hockey Court (Discussion)

Topic was discussed during Public Input.

Park Recreation Director Report

Mancuso reported the following information to the Commission;

1. A copy of the Activity Director's report.
2. A copy of the June 22nd Meeting Agenda 2020.
3. A copy of the June 22nd Meeting Agenda 2020 with narrative.
4. A copy of the draft minutes of May 18, 2020.
5. A copy of a Notice of Meeting (Public).
6. A copy of a Notice of Meeting (For Commission with link).
7. A copy of correspondence from Commissioner Conklin.
8. A copy of the Lacrosse Return to Play Procedure.
9. A copy of the Adult Softball Return to Play Procedure.
10. A copy of an update regarding COVID-19 for Parks NYS.
11. A copy of an update regarding COVID-19 for Parks NYC.
12. A copy of correspondence to the Monroe Community, regarding camp closure.
13. A copy of the leagues modified field requests.

FINAL MINUTES
June 22, 2020

14. A copy of the Park Manager's Maintenance report. *Maintenance is still working on performing routine maintenance tasks and repairs on the fields and various areas around the park. They have also replaced all of the COVID-19 signage. In terms of projects, he's working on the playground and resolving drainage issues, on the hill and on the parking lot.*

Park Manager's/Maintenance Report

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

Old Business

Camera (Update)

No new updates.

League Scheduling (Modifications)

Modified schedules are still being worked on but because of the Phases of opening it has been difficult to plan. Some of the leagues have submitted a safety plan while some have not. Further discussion was had on the topic. Mancuso will send a letter to the leagues that will still need to submit one.

New Business

Summer Camp Discussion

Mancuso stated that he's looking into planning an event one or two days a week during the summer since YAC will not be in session. The event will include social distancing guidelines at a low cost. School buses are not available to transport people for trips. The Town of Monroe will not be opening their recreational pier. Further discussion was had on the topic.

Re-opening Discussion (precautionary measures, if any)

Mancuso reported that he is in the process of making safety guidelines for much of the Park business, such as obtaining Park Ids, bathrooms, etc. Woodbury has a bathroom attendant managing those facilities; he's concerned with how to manage the park's bathrooms, according to the guidelines. The bathrooms by the main office may remain closed to the public. He isn't sure if they need to be opened. The water fountains haven't been turned on. Novack suggested a port-a-potty. Burton asked if a person needs to be hired to clean the playground equipment. Gaba suggested closing the bathroom minimizes people being exposed to being infected with the virus. Battaglia asked Mancuso to find out what Woodbury is doing with their bathroom facilities. Further discussion was had on the topic. Mancuso also noted that all pavilion rentals have been suspended until further notice. The park will not be able to take reservations due to the uncertainty of what's happening with large gatherings. Mancuso will research further for guidance.

Please note that the agenda was suspended to readdress the topic of the reopening of sports during the Phases three and four of reopening. Mancuso noted that some sports are no contact while some have contact. There are three Watch Guard staff working the current shifts; each guard is working 13 hours each, separately. They are not allowed to approach anyone and were all given protocols to follow. When the park opens up, more guards will be needed. The basketball hoops will be removed or the chains will be placed across the opening to prevent people from playing. Further discussion was had on the topic.

FINAL MINUTES
June 22, 2020

Playground Discussion

Immaculate Cement could not be hired to do the sidewalk project because they didn't include prevailing wage in their bid. Mancuso then referred to the second lowest bid; he requested the Commission to accept the second lowest bid of \$19,000 with includes prevailing wage. There will be a change in the size of the sidewalk to three feet wide; due to the smaller width, the cost of the project will be lower. The company he recommended is currently doing work with the Village of Monroe. Vaccaro asked for that company to fix the crack on the hockey rink, which will be a temporary solution.

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

Resolved, to award the bid to to GMC Construction Services PO Box 307 new Hampton NY 10958 amount \$19,960. Previous winner, Immaculate Cement from Walden NY, was canceled.

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

Hockey Rink Discussion

To date, the MW Roller Hockey League has not contact the Commission. Further discussion was had on the topic. Battaglia stated the rink should be closed due to repairs.

Summer/Fall Projects

The seasonal hire has started working. Mancuso would like to transfer \$60,000 to the Capital Project line item to pay the upcoming projects.

On a motion made by Commission Burton and seconded by Commissioner Schaffer

Resolved, to transfer \$60,000 into the Capital Improvement Expenditure Line #J000-7110-2900-00 from the fund balance.

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

EXECUTIVE SESSION

There were no topics to discuss in Executive Session; the Commission continued with the agenda.

Please note the agenda was suspended to readdress the topic of safety guidelines from Leagues who utilize the park's fields and the field request from OC Smash Baseball. Gaba suggested that the Commission over see what the leagues are planning to do to adhere to the social distancing guidelines. Further discussion was had on the topic. The Commission reviewed the travel baseball field request and concluded that, as per the Park's policy, no new leagues will be awarded field time unless 100 % of their players are Monroe residents. Mancuso will contact the team and advise that their field request has been denied. Mancuso will also provide a policy for the leagues that are able to play which will include the guidelines that they will need to follow. Mancuso also suggested an Affirmation be developed for the leagues similar to the one the Park would have had to sign to run a summer camp as per the Board of Health. Attorney Gaba asked to review the documents.

FINAL MINUTES
June 22, 2020

Authorization for Motion to Approve and Pay the Bills

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

Resolved, to approve and to sign the bills. Editor's Note; Monthly bills are distributed to the commissioners for their review before the meetings

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

With no further business, on a motion from Schaffer seconded by Burton the meeting was adjourned at 10:22 pm. Carried unanimously.

Priscilla Chang-Staley
Park Secretary