

FINAL MINUTES

Monroe Joint Park Recreation Commission, November 26, 2012

The Monroe Joint Park Recreation Meeting was held at Smith Clove Park, 133 Spring St, Monroe, New York on the 26th day of November 2012.

PRESENT:	Tony Cardone	Chairman (arrived at 8:00pm)
	John Battaglia	Adm. Chairman
	Ann Marie Morris	Commissioner
	Mike Niemann	Commissioner
	Steve Pavia	Commissioner (arrived at 7:45pm)
	Joe Mancuso	Park Recreation Director
	Priscilla C. Chang- Staley	Park Secretary
	Paul Truax	Park Manager

ABSENT: Commissioners Rich Goldstein, Debbie Kohrs, Felipe Alvarez and Park Attorney Mathew Bennett

Adm. Chairman John Battaglia called the meeting at 7:35 P.M, with the Pledge of Allegiance.

Approval of Minutes

Note: The Commissioners suspended the agenda, during #2 Approval of Minutes, to discuss the topic of #6 MW Hockey and #7 MW Little League first. Afterwards, the Commissioners returned to the agenda.

On a motion made by Adm. Chairman Battaglia and seconded by Commissioner Morris;

Resolved, to approve the minutes of September 24, 2012 after two months having voted on the minutes, the minutes are approved

Ayes: 4	Cardone, Battaglia, Morris, Niemann
Nays: 0	
Abstain 1	Pavia

On a motion made by Commissioner Morris and seconded by Commissioner Pavia;

Resolved, to approve the minutes of October 22, 2012. However, October's minutes will be voted on again in December.

Ayes: 4	Cardone, Battaglia, Morris, Pavia
Nays: 0	
Abstain 1	Niemann

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Privilege of the Floor – Public Concerns

Having no public present, the Commission continued with the Agenda.

Security

Commissioner Niemann stated he hasn't been receiving reports from Atlas Security; there were no representatives from Atlas were present. He stated that he will follow up with them regarding the reports.

Nominating Committee

Recreation Director stated the slate of Officers for 2013 will be Tony Cardone for Chairman and John Battaglia for Adm. Chairman; both are running unopposed.

MW Hockey League

MW Hockey League Board Members Tony Romagnio (President), Darren Melican (Vice President) and James Alcide (Treasurer) were present. Former Hockey League President Bill Carey was present as well. Mr. Romagnio stated the hockey rink needed to be resurfaced; he requested information from the Commission regarding the process. He also added that the League will incur part of the cost, if the total amount of the project is not approved by the Commission. Adm. Chairman Battaglia responded by stating the Parks funding has been cut; the parks fund balance is used for special projects in the park including the hockey rink. He asked Park Manager Paul Truax to look into pricing. After the quotes have been returned, the Commission will determine whether or not to precede either at full or partial cost. Commissioner Morris asked Mr. Romagnio what are the League's enrollment numbers presently. He responded by stating current numbers are not known at this time; he will know more in the spring. The plan is to double the enrollment by advertising more. The Commission concluded the discussion by requesting the Hockey League to bring more detailed information including pricing. Park Manager Truax will request quotes, as well. Park Rec Director noted that they League will receive a letter requesting a League representative to attend January's meeting; during this meeting field requests can be submitted as well as contact and insurance information.

MW Little League

Mike Cordero, MW Little League President, was present. He requested to have two signs posted in the park on the Field #1 fence; the signs symbolized the leagues 2012 District 19th Championship win. They are 4x4 foot signs, already paid for by the league.

He also requested the Commission permission for Little League to host some of their District Tournaments in 2013 at without being charged a Tournament fee. Players who participate in the Tournament are non-Monroe residents. He added the Little League teams pay a \$35 fee to the hosting park's concession stand for food. Exact dates are not known at this time; when the dates are determined they will be part of the Leagues Field Request. No additional field time will be

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needed. The Commission further discussed their requests during New Business.

Park Recreation Director Report

As per Park Recreation Director Mancuso, he reported the following information to the Commission;

1. A copy of October's minutes for approval (draft).
2. A copy of the letter to be sent to all leagues inviting them to the January meeting to make their 2013 field use requests and a reminder concerning the Park's no alcohol policy.
3. A copy of Final Reports for previously held events (Wicked Halloween Dance, Pumpkin Painting/Hay Rides and Turkey Trot). All events were well received.
 - a. Park Rec. Dir. Mancuso noted there were more participants this year for the Turkey Trot than last year. 298 attended this year while 209 came last year. He thanked Chairman Cardone, Adm. Chairman Battaglia, Commissioner Kohrs and Park Manager Truax for their assistance.
4. A copy of the Calendar of Events for the month of December
5. A copy of correspondence to the Probation Department
6. A copy ID's issued for the month; 2 New and 1 renewal.
7. A copy of a Monthly Departmental Report
8. A copy of correspondence to businesses who contributed or assisted at the Turkey Trot (Monroe Volunteer Ambulance Corp, Bagel World and Monroe Fire District)

In other matters, Mancuso noted the Security Contract is approaching its second optional year; further discussion will be needed as to whether or not the Commissioners will exercise it's option. Commissioner Niemann will follow up regarding not getting reports. Park Rec Dir. Mancuso reiterated the candidates for Chairman and Adm Chairman. The Boy Scouts worked on their Community Project by removing several trees and branches which came down during the recent hurricane and which were lying across the hiking trail. The employee handbook is ready to be released; it was mainly updated to reflect changes in NY State Labor Laws and practices. A resolution is needed.

On a motion made by Commissioner Niemann and seconded by Adm. Chairman Battaglia:

Whereas, the Town of Monroe is now and has been the custodian of the funds appropriated and belonging to the Monroe Joint Park Recreation Commission, and

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Whereas, the Town of Monroe has administered the budget of the Monroe Joint Park Recreation Commission in all respects including accounts payable, accounts receivable, fund balance, payroll and employee records, and

Whereas, prior to this date, the Monroe Joint Park Recreation Board has adopted and chosen to follow the policies as set forth in the Town of Monroe Employee Handbook, and

Whereas, the Town of Monroe's Handbook differs in some policies and practices which are pertinent to the development and maintenance of Smith's Clove Park, and

Whereas, the Monroe Joint Park Recreation Board in January 2009 adopted an Employee Handbook specific to Smith's Clove Park detailing the various personnel policies and procedures, employee benefits, compliance policies, and other pertinent information governing employment related matters, and

Whereas, since that time, the Town of Monroe has revised their handbook to reflect changes in New York State Labor laws, and practices, and

Whereas, the Monroe Joint Park and Recreation Commission desires to revise their handbook to also reflect these changes, and

Whereas, a committee of Commissioners has been reviewing these policies, and

Whereas, a copy of the proposed draft employee handbook was distributed to the Park Commission Board for review and comments.

Now, therefore, be it resolved, this 26th day of November 2012 that the Monroe Joint Park Recreation Commission adopt, by resolution, the Smith's Clove Park Employee Handbook dated April 23, 2012. Be it further

Resolved, that the Smith's Clove Park's Employee Handbook shall be distributed, with signed acknowledgement, to all Commissioner and employees.

Ayes: 5 Cardone, Battaglia, Morris, Pavia, Niemann
Nays: 0

Lastly, Park Rec. Dir Mancuso made a request to go into executive session to discuss personnel.

Park Manager Report:

Manager Truax reported the roof will be worked on, for the meeting hall and lower pavilion, next week. The new mower has been delivered. In addition, the fence on field #6 and dog park was fixed, due to a fallen tree. Commissioner Morris stated there was an issue with the timer lights by the Hockey Rink; Mr. Truax stated they have been fixed.

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Old Business:

Bobby Acceta, owner of the Snak Shak Concession stand was present in the audience. He readdressed last month's request which was to be released from the Concession Stand contract early due to lack of business. Further discussion was had on the topic during executive session.

The topic concerning information signage in the park was readdressed. Topic will be readdressed at a later time.

New Business

Commissioner Morris readdressed MW Hockey and MW Little Leagues requests. With regard to MW Hockey, she reiterated that Park Manager Truax will follow up with pricing. With regard to MW Little League, they continued the discussion regarding each of the requests. The Commissioners decided to grant Little Leagues field request, up to 5 nights, provided two representatives are present during all Tournament games. With regard to not charging a fee, further discussion is needed. Finally, the Commissioners is not in favor of having the Championship signs in the park as they feel this would violate a long standing policy.

On a motion made by Commissioner Niemann and seconded by Commissioner Pavia;

Resolved, to grant MW Little League to use their field request time, up to 5 days, to host Tournament games; two League representatives must be present at all of those games and also to deny their request to place Championship signs on field 1 and 2.

Ayes: 5 Cardone, Battaglia, Morris, Pavia, Niemann
Nays: 0

The last request was to have the lock replaced on the door of the shed (by the batting cages) where their equipment is kept as well as have a sign placed on the door which states "Property of Little League". The lock has been broken off and Little Leagues equipment was previously stolen. They are looking to continue to store additional equipment and supplies in the shed. Further discussion was had on the topic. Park Manager Truax noted maintenance will need to have access to the shed, as that is where the controls for the electric for field 6 is, along with others using field 6.

EXECUTIVE SESSION

On a motion made by Commissioner Morris and seconded by Commissioner Pavia;

Resolved, to enter into Executive Session to discuss personnel issues at 9:25pm

Ayes: 5 Cardone, Battaglia, Morris, Pavia, Niemann
Nays: 0

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On a motion made by Commissioner Niemann and seconded by Commissioner Pavia

Resolved, to exit from Executive Session and return to open session at 9:40pm

Ayes: 5 Cardone, Battaglia, Morris, Pavia, Niemann

Nays: 0

Authorization for Motion to Approve and Pay the Bills

On a motion made by Commissioner Pavia and seconded by Commissioner Niemann;

to approve and pay the bills.

Ayes: 5 Cardone, Battaglia, Morris, Pavia, Niemann

Nays: 0

With no further business, on a motion from Commissioner Niemann seconded by Adm. Chairman Battaglia the meeting was adjourned at 9:50 pm. Carried unanimously.

Priscilla C. Chang-Staley
Park Secretary