

FINAL MINUTES

Monroe Joint Park Recreation Commission, January 28, 2013

The Monroe Joint Park Recreation Meeting was held at Smith Clove Park, 133 Spring St, Monroe, New York on the 28th day of January 2013.

PRESENT:	Tony Cardone	Chairman
	John Battaglia	Adm. Chairman
	Ann Marie Morris	Commissioner (departed at 8:30m)
	Rich Goldstein	Commissioner (arrived at 7:40pm)
	Mike Niemann	Commissioner
	Debbie Kohrs	Commissioner
	Joe Mancuso	Park Recreation Director
	Priscilla C. Chang- Staley	Park Secretary
	Paul Truax	Park Manager

ABSENT: Commissioners Steve Pavia, Felipe Alvarez and Park Attorney Mathew Bennett

Prior to opening the meeting the nominating committee announced the slate of officers for 2013.

Tony Cardone Chairman (running unopposed)
John Battaglia Administrative Chairman (running unopposed)

Chairman Cardone asked if there were any nominations from the floor. Hearing none, Secretary Staley cast a single vote in favor of the announced slate. Both candidates accepted the positions.

Chairman Tony Cardone called the meeting at 7:30 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 #4 Security, #5 League Field Request, #6 Snack Bar Rebid and #7 2013 Committee Assignments. Afterwards, the Commissioners returned to the agenda.

On a motion made by Adm Chairman Battaglia and seconded by Commissioner Kohrs

Resolved, to approve the minutes of October 22, 2012 after two months having voted on the minutes, the minutes are approved

Ayes: 5	Cardone, Battaglia, Morris, Niemann, Kohrs
Nays: 0	
Abstain 1	Goldstein

FINAL MINUTES
January 28, 2013

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

Resolved, to approve the minutes of November 26, 2012. However, November's minutes will be voted on again in February.

Ayes: 4 Cardone, Battaglia, Morris, Niemann
Nays: 0
Abstain 2 Goldstein, Kohrs

Privilege of the Floor – Public Concerns

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

Security

Scott Perry, Vice President of Atlas Security was present; he requested feedback from the Commissioners. Park Rec Dir Mancuso stated he's been receiving month security reports.

League Field Requests

Representatives of the following leagues were present to submit 2013 Field Usage requests:

Michael Cordero	MW Little League
Paula Himelson	MW Women's Softball
Danny Martin	MW Mens Senior Softball
Greg O'Connor	MW Mens Senior Softball
Bill Smith	MW Pop Warner & Hawks Lacrosse Club
Mike Guadagno	Empire State Select/NY Elite Baseball
Tony Romagnio	MW Hockey League

Leagues not represented:

Monroe Woodbury Soccer Club
MW Modified Softball (Paperwork was dropped off during the meeting)

Mike Guadagno, representative from the Empire State Select/NY Elite Baseball League spoke; he requested field time for practices for their 13yr old travel baseball team.

Bill Smith, representative from Hawks Lacrosse Travel team, also requested field time for a few of their games as well as field time for practices for MW Pop Warner.

Chairman Cardone stated that all requests will be reviewed; schedules will be issued by the end of February. Conditions permitting fields may be available on March 1st.

In other matters, Park Rec Dir Mancuso Dir. Mancuso offered the following names of applicants

FINAL MINUTES
January 28, 2013

for instructor positions. Instructor positions were advertised via the Photo News, on the web page and channel 22 on or about November 30 with a December 14 deadline to apply. Six applications were received on or before the advertised deadline. Interviews followed and Dir. Mancuso is requesting the Board consider offering those positions as follows:

- Jennifer Turner, 28 Barr Lane, Monroe NY 10950 for the pre-school instructor as a contractor for the winter 2013 classes at a compensated rate equal to \$20/hour not to exceed 12hours / week.
- Peter Koban, 24 Ironworks Road, Monroe NY 10950 for the art classes' instructor as a contractor for the winter 2013 classes at a compensated rate equal to \$20/hour not to exceed 8hours / week.
- Amanda Melican, 17 Ludlum Road, Monroe NY 10950 for the pre-school instructor aide as a contractor for the winter 2013 classes at a compensated rate equal to \$10/hour not to exceed 12hours / week.

Commissioners received copies of their resumes and the Director's recommendations prior to the meeting.

Resolved, to accept the recommendations of the Recreation Director and offer the open positions as stated above, to the applicants and with the terms as presented; money has been approved and allocated in the 2013 Park budget.

Ayes: 5 Cardone, Battaglia, Kohrs, Goldstein, Niemann
Nays: 0

Snack Bar Rebid

Chairman Cardone stated the advertised deadline to receive bids has past and that no bids have been submitted. He also commented to the Leagues present, in the future, they should utilize/patronize the Snack Bar for their gatherings and tailgating events. Further discussion was had on the topic. The commission ultimately decided to change the terms of the Snack Bar Bid.

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

Resolved, to change the terms of the snack bar bid to minimum bid of \$5,000/year for 2 years, with the option of a 3rd year. In addition, the bid payment ~~will~~ may at the Commission's discretion, be divided into 8 equal payments/ year; last payment due by October 31st, and to authorize Dir. Mancuso to rebid the package with a pick up date of February 1 and a return date and time of February 25, no later than 3:00pm and to be open publically at 7:45 pm at the February 25th. Monthly meeting

Ayes: 5 Cardone, Battaglia, Kohrs, Goldstein, Niemann
Nays: 0

FINAL MINUTES
January 28, 2013

2013 Committee Assignments

Adm. Chairman Battaglia stated he previously requested the Commissioners to review the list of Committees for 2013. After discussion, the following committees were assigned:

Security – Commissioner Niemann will chair
Parks & Grounds Maintenance – Commissioner Goldstein will chair
Community Events/Affairs – Commissioner Kohrs will chair
5 Year Plan/Long Range Planning – All Commissioners will participate
League Scheduling/Liason – Chairman Cardone will chair
YAC - Commissioner Kohrs will chair
Playground - Commissioner Pavia will chair
Concession Stand – Adm. Chairman Battaglia will chair

Park Recreation Director Report (Report included December and January Information)

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

1. A copy of November’s minutes for approval (draft).
2. A copy of 2013 Park Meeting Schedule.

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

Resolved, to approve the 2013 Park Meeting Schedule as presented and direct Dir. Mancuso to post the schedule on channel 22, the web page and the information board outside his office.

Ayes: 5 Cardone, Battaglia, Kohrs, Goldstein and Niemann

Nays: 0

3. A copy of the Snack Bar Bid results; two companies requested bid packages, to date neither have been returned.
4. A copy of correspondence to Atlas Security, regarding the Commission’s decision to exercise their option to extend their services for another year.
5. Copies of employment applications received in regard to advertisement for instructors
6. A copy of correspondence from the Village of Monroe, regarding Commissioner Goldstein’s reappointment. Term run for 5 years expires December 2017
7. A copy of the Tree Lighting Final Report. Overall, the event went well.

FINAL MINUTES
January 28, 2013

8. A copy of correspondence to Mombasha Fire Department, thanking them for their service in the Holiday Lighting Ceremony.
9. A copy ID's issued for the month of November; two new and two renewals. In addition, a copy of IDs issued comparison for the past year was provided.
10. A copy of 2013 Committee Assignments
11. A copy of correspondence to MW Little League, regarding their requests, which were previously presented to the Commission during November's meeting.
12. A copy of Event Request
 - a. Egg Hunt, which is an annual event, will be held on March 23rd. There will be a petting zoo and egg hunt. Total amount requested is \$914.00
13. A copy of correspondence to Monroe Volunteer Ambulance Corp, requesting assistance for the Egg Hunt event.
14. A copy of Event Request
 - a. Open House, scheduled for February 24th, is an event providing information about Park programs. Participants can register and renew IDs. Total amount requested is \$140.00

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

Resolved, approve the following event requests, Egg Hunt and Open House, not to exceed \$1,000 for both events.

Ayes: 5 Cardone, Battaglia, Kohrs, Goldstein and Niemann

Nays: 0

15. A copy of the YAC Cover page, outlining session dates and camper fees. A resolution is needed to approve them.

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

Resolved, to authorize the fee schedule for the 2013 YAC Summer Season

Ayes: 5 Cardone, Battaglia, Kohrs, Goldstein and Niemann

Nays: 0

FINAL MINUTES
January 28, 2013

16. A copy of Pre-K summer camp cover, outlining session dates and camper fees. A resolution is needed to approve them.

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

Resolved, to authorize the fee schedule for the 2013 Pre-K Summer Season

Ayes: 5 Cardone, Battaglia, Kohrs, Goldstein and Niemann

Nays: 0

17. A copy of Office of Children and Family Services Annual Assessment form.
18. A copy of the Park's Calendar for February
19. A copy of the Departmental Report for the Municipalities

Park Manager Report:

Manager Truax reported still working on the installation of lights, on Field#6; a specialized lift is needed to complete the work. He also stated the Snack Bar has been cleaned out, painted and ready for operation.

Old Business:

The Commissioners had further discussion, regarding Travel Sports Leagues and what they should pay, for field usage. It was decided \$35 per hour is the fee for Travel teams to use the fields.

New Business

Having no issues to discuss, the Commission continued with the agenda

EXECUTIVE SESSION

There was no executive session required; the Commission continued with the agenda

Authorization for Motion to Approve and Pay the Bills

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

to approve and pay the bills.

Ayes: 5 Cardone, Battaglia, Kohrs, Goldstein and Niemann

FINAL MINUTES
January 28, 2013

Nays: 0

With no further business, on a motion from Commissioner Niemann seconded by Commissioner Goldstein, the meeting was adjourned at 8:55 pm. Carried unanimously.

Priscilla C. Chang-Staley
Park Secretary