

FINAL MINUTES

Monroe Joint Park Recreation Commission, May 19, 2014

The Monroe Joint Park Recreation Meeting was held at Smith Clove Park, 133 Spring St, Monroe, New York on the 19th day of May 2014.

PRESENT:	John Battaglia	Adm. Chairman
	Ann Marie Morris	Commissioner
	Joe Mancuso	Park Recreation Director
	Priscilla C. Chang- Staley	Park Secretary
	Paul Truax	Park Manager

ABSENT: Chairman Tony Cardone, Commissioners Rich Goldstein, Steve Pavia, Mike Niemann and Deborah Kohrs and Park Attorney Matthew Bennett

Commissioner Ann Marie Morris called the meeting at 7:35 P.M, with the Pledge of Allegiance.

Approval of Minutes

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

Resolved, to approve the minutes of March 24, 2014. After two months having voted on the minutes, the minutes are approved.

Ayes: 2 Battaglia, Morris
Nays: 0

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

Resolved, to approve the minutes of April 28, 2014. However, April minutes will be voted on again in June.

Ayes: 2 Battaglia, Morris
Nays: 0

Privilege of the Floor – Public Concerns

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

Security

Scott Perry, representative from Atlas Security, stated no incidents to report.

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Lacrosse

Note: The Commissioners suspended the agenda during #5 Lacrosse to discuss the topic of #6 MW Soccer first. Afterwards the Commission returned to the agenda.

Bill Smith and Tim Philbin, representatives from Highland Mills Hawks Lacrosse league, were present to speak with the Commission regarding a request for field time. The request is for a one-time event, a tournament, which is scheduled to be held on Friday June 6th from 6pm – 10pm. The goal is to increase awareness of the sport. The tournament will have two teams of 20; total amount of players is approximately 60, who are in 5th – 6th grade. The league has copies of the required insurance and player roster. Four of the players are non-Monroe residents but attend Monroe Woodbury schools. Further discussion was had on the topic. The Commission concluded that further discussion is needed before a decision can be made. Mr. Mancuso will follow up with the league and provide the Commission’s resolution.

Soccer

Rich Molino, representative from MW Soccer apologized to the Commission for advertising their soccer tryouts without notifying the park. (The tryouts were actually held in another place). He assured the Commission that it won’t happen again; the Commission will be notified first going forward. Adm. Chairman Battaglia responded by emphasizing that the Commission should have been contacted first. He added that the reason for the process is to ensure that certain procedures, such as safety, are followed.

Surplus Equipment Bid Opening

Adm. Chairman Battaglia reported 15 bid openings were returned from six bidders who responded to the Surplus Equipment Bid Opening, which was recently advertised. The following bidders will be given further discussion before a final decision is made.

Bidder Name and Address	Bob-Cat ZT200 61 Inch Cut Mower Deck, 1477 hrs	Bob-Cat ZT225 61 Inch Cut Mower Deck, 881 hrs	Bob-Cat Predator- Pro 61 Inch Cut Mower Deck, 586 hrs	Exmark Lazer-Z 60 Inch Cut Mower Deck, 1545 hrs
Willaim Mann Rock Tavern, NY	No Bid	No Bid	\$2,625.00	No Bid
Jim Stack Middletown, NY	\$356.03	\$1,106.09	No Bid	No Bid
Monroe Landscaping, Monroe, NY	\$862.20	\$1,720.00	\$3,020.00	\$3,002.00
Tom Rone Monroe, NY	\$1,111.00	\$1,211.00	\$1,851.00	\$1,527.00
John Dobrinski Monroe, NY	No Bid	\$1,875.00	No Bid	\$2,875.00
Jim Lindsay Florida, NY	No Bid	No Bid	\$1,850.00	\$1,450.00

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Field#4 Improvement

No further discussion. Commissioner Morris noted that the plans have gone out to bid.

Park Recreation Director Report

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

1. A copy of the April 28th minutes for approval (draft.
2. A copy of the Park Calendar for June.
3. A copy of email correspondence with Monroe Soccer.
4. A copy of the Park's Fund Balance and Reserve Accounts, as of 12/31/2013.
5. A copy of a cover letter to FEC regarding trip deposit.
6. A copy of an approval letter to Tommy Dowd Memorial, regarding their field request for their annual Tournament.
7. A copy of an approval letter to Monroe Fire District Softball team, regarding their field request.
8. A copy of a thank you letter regarding a toy donation for the park children's programs.
9. A copy of the surplus equipment bidders and a bid worksheet.
10. A copy of a list of leagues deposits on hand. Mr. Mancuso added a reserve account is still in the process of being established. The account is to record what was paid by all the leagues, for bookkeeping purposes. It was discussed that all leagues should pay their dues in January; Mr. Mancuso stated he will follow up and notify them.
11. A copy of the 2014 Camp Registration Ad.
12. A copy of 2014 YAC Staff. Mr. Mancuso asked the Commission to review the list.
13. A copy of a cover sheet regarding the 2014 Baseball Camp. A resolution is needed to approve the dates and the fees.
14. A copy of Maser Engineering's fees, to date.
15. A copy of the Picnic Schedule.

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16. A copy of ID's issued for the month of May, 2 ID was issued and 16 were renewed.

In other matters, Mr. Mancuso reported the ID machine had crashed but is now fixed. Adm. Chairman Battaglia asked if the ID system is backed up. Mr. Mancuso confirmed it is. Mr. Mancuso informed the Commission an increase only in the camp counselor's salaries starting this year. The increase is \$100 for both new and returning counselors. Total increase to counselor's salaries will be \$2,700. A resolution is needed to approve the 2014 YAC staff. Further discussion was had on the topic. The Commission continued to discuss 40 total YAC positions that need to be filed with Orange County Civil Service. Some job descriptions were found but some were not. The discussion concluded with the topic to be readdressed at a later time.

Also, in other news, the topic summer help hire was discussed. (Paul is requesting authorization to hire seasonal help for the summer.)

On a motion by Commissioner Morris and seconded by Commissioner Battaglia:

Move to hire Zachary Bagalia, 7 Crescent Pl. Monroe NY 10950, age 19 at a salary of \$12 /hour. Employment is to start after May 25 and not to exceed 19 weeks. The Town needs a motion to proceed with the paperwork with civil service to complete the hire.

Ayes: 2 Battaglia, Morris
Nays: 0

Lastly, Mr. Mancuso spoke about a child, who attends children's programs in the park who has a rare cancer. The park's instructors proposed to host an awareness day (possibly in July) to help the family by raising money for their expenses as well as educate the public on the illness and search. Further discussion was had on the topic.

Park Manager Report:

Mr. Truax reported that a copy of the 2013 budget closeout is available for the Commission to review. In addition, the new maintenance truck has been delivered. Further discussion was had on the topic. He noted that a resolution is needed to announce the winners of the surplus equipment bids.

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

WHEREAS, The Monroe Joint Park and Recreation Commission has identified maintenance equipment in surplus:

- Bob-Cat ZT200 61 inch Cut Mower Deck, Zero Turn, 22 HP Kohler Command Engine 1477 hrs.

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- Bob-Cat ZT 225 61 inch Cut Mower Deck, Zero Turn, 25hp Kawasaki engine, liquid cooled, 881 hrs.
- Bob-Cat Predator-Pro 61 inch cut Mower Deck, Zero turn 31HP Generac Engine 586 hrs.
- Exmark Lazer-Z 60 inch cut mower deck, zero turn, 23HP Kawasaki Engine, liquid cooled 1545 hrs.
- Wheel Hours Tractor 520HC 60 inch Cut Mower Deck, 20HP Owen Engine, Hydro, 1041 hrs.
- Wheel Horse Tractor 520HC 60 inch Cut Mower Deck, 20 HP owern Engine, Hydro, 770 hrs.

that are designated to be sold (in “as is” condition) in a Sealed Bid Sale to the highest bidder and

WHEREAS, The Monroe Joint Park and Recreation Commission issued a “Request for Bid”, advertised on April 4, 2014 with a return date of May 16, 2014 by 3:30pm and to be publicly opened at 7:45pm on May 19, 2014 at the meeting hall in Smith’s Clove Park, 133 Spring Street Monroe NY and

WHEREAS, Six (6) bids were returned within the appropriate time frame and opened at 7:45 pm on May 19, 2014 and

WHEREAS, The Commission opened and read each bid amount to determine the ones that, in its judgment, meet the bid criteria and is in the best interest of the Park and

WHEREAS, The Commission reviewed the bid documents, including the amounts of each bid

WHEREAS, The bids received from the bidders has been deemed to meet the specifications of the aforementioned “Request for Bid” and in its judgment, is in the best interest of the Park

THEREFORE BE IT RESOLVED that upon reviewing the bids the Park Commission declares that the bids individual piece of equipment is awarded to the highest bidders in the aforementioned bidder list.

RESOLVED, further that the Park Manager notify the winners of the bids. All bidders are to be notified and have 10 days to pay for and remove said items. And further moved, any items after the 10 days may be awarded to the next highest bidder.

Ayes: 2 Battaglia, Morris

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Nays: 0

Mancuso will e-mail the rest of Board with the bid results and advised them of the motion as presented. Lastly, Mr. Truax stated he's continuing to work on the volleyball courts and possibly remove dead trees. Both of these topics will be readdressed at a later meeting.

Old Business:

Having no issues to discuss, during old business, the Commission continued with the agenda.

New Business

Having no issues to discuss, during old business, the Commission continued with the agenda.

EXECUTIVE SESSION

Having no issues to discuss during Executive Session, the Commission continued with the agenda.

Authorization for motion to Approve and Pay the Bills

On a motion made by Commissioner Morris and seconded by Adm. Chairman Battaglia
to approve and pay the bills.

Ayes: 2 Battaglia Morris
Nays: 0

With no further business, on a motion from Morris seconded by Battaglia the meeting was adjourned at 8:45 pm. Carried unanimously.

Priscilla C. Chang-Staley
Park Secretary