

## Final Minutes

**Monroe Joint Park Recreation Commission, June 27, 2016**

**The Monroe Joint Park Recreation Meeting was held at Smith's Clove Park, 133 Spring St, Monroe, New York on the 27th day of June 2016.**

<b>PRESENT:</b>	<b>John Battaglia</b>	<b>Chairman</b>
	<b>Ann Marie Morris</b>	<b>Adm. Chairperson (arrived @ 7:45 pm)</b>
	<b>Laura Bollenbach</b>	<b>Commissioner</b>
	<b>Andrew Calvano</b>	<b>Commissioner</b>
	<b>Anthony Vaccaro</b>	<b>Commissioner</b>
	<b>Jonathan Novack</b>	<b>Commissioner</b>
	<b>Emily Whitman</b>	<b>Commissioner</b>
	<b>Joe Mancuso</b>	<b>Park Recreation Director</b>
	<b>Paul Truax</b>	<b>Park Manager</b>
	<b>Priscilla C. Chang- Staley</b>	<b>Park Secretary</b>

**ABSENT: Commissioner Mike Niemann and Park Attorney Stephen Gaba**

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

### Approval of Minutes

On a motion made by Commissioner Bollenbach and seconded by Commissioner Vaccaro

*Resolved, to approve the minutes of May 23, 2016, as written.*

**Ayes: 6** Battaglia, Calvano, Bollenbach, Novack, Whitman, Vaccaro

**Nays: 0**

### Privilege of the Floor – Public Concerns

Having no public present, the Commission continued with the agenda. Town of Monroe Park Liaison Tony Cardone came to observe.

### Park Recreation Director Report

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

1. A copy of the May 23, 2016 minutes for approval (draft).
2. A copy of the picnic schedule.
3. A copy of a Concession Stand addendum.

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4. A copy 50<sup>th</sup> Anniversary Final Report. Mancuso went over most details on the report. The event was very successful. Total expenses was \$11, 635. Only one vendor (Video Game Trailer) didn't show up. Chairman Battaglia thanked Mancuso for all of his efforts. Commissioner Bollenbach asked how did the Snack Bar do during the event. Battaglia stated he was told the profits from the Concession stand for the event didn't do well. Further discussion was had on the topic.
5. A copy of Park Id's issue for May. Mancuso commented that the Park Id's issued were mostly renewals due to YAC registration. He also commented that another contribution to the increase was the Watch Guards have been getting better with checking for IDs.
6. A copy of a YAC report. Mancuso went over the data from YAC; there was an increase of campers from Harriman. A total of 624 campers registered, 31 are registered for the pre-k program. Total registration fee collected is \$97,485. Commissioner Vaccaro asked if anyone has commented about the increase of YAC registration fees. Mancuso answered nothing was said regarding the increase however; one person did complain about the late fee for his three children. The parent then escalated the situation to the Town of Monroe. In the end, the late fees were paid but not in its entirety. Further discussion was had on the topic. Mancuso explained that the late registration was June 21<sup>st</sup> and the advertised final date to register was June 23<sup>rd</sup>, and no registration was taken after the 23<sup>rd</sup> date.

*Please note that a parent came into the meeting at this time, requesting to register his children for YAC. Afterwards the Commission returned to the agenda. Also at this time, Adm. Chairman Morris arrived at the meeting during this topic.* The parent thanked the Commission for hearing his situation. He asked if he could register his children for YAC; previously he's sent them to Rosemarins but wasn't happy with what they are offering for the amount of the money he was paying. Battaglia asked if he wasn't happy with Rosemarin's why didn't he register for YAC sooner. The parent explained he didn't register sooner due to various family issues and work commitments. The Commission decided to deny the parent's request to register due to the fact the deadline for registration has passed; consenting to his request wouldn't be fair to the other parents who registered on time within the registration time frame or those already turned away. After the resident left the meeting, the Commission continued to discuss the matter; it was agreed that a definitive deadline is needed going forward. Mancuso will work on this issue for next year.

7. A copy of the Park's Calendar for July.

In other matters, the Playground signs are in. The Playground Committee will need to decide where they should be placed. The Park's 50<sup>th</sup> anniversary shirts (or Arbor Day?) are in and will be delivered to the Commissioners. The Tommy Dowd Tournament has been rescheduled to another time; the actual date is still being determined. No new updates regarding the Hockey Rink/League? Lastly, Mancuso recommended scheduling a three month review of the Watch Guard personnel. He invited the Commission to participate in the review process. To date, Mancuso added he's pleased with the work they've done so far.

**Park Manager Report:**

Park Manager Truax reported the windows for the Park's meeting hall have been installed. The striping

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lower parking lot has been resealed and restriped. More dead trees were removed. He's looking to place the playground signs preferably before YAC starts. The seasonal worker (Aiden Gaffney) has been working out well; the worker will be leaving in August. After he leaves, there are other candidates that he will look into to replace the person who is leaving. Additionally, maintenance has been busy setting up for YAC (moving tables, setting up tents, etc.) After YAC is finished he's will look into installing fencing by the Park meeting building. Lastly, Paul briefly spoke about the bleacher project. The project has been progressing according to schedule. No new updates regarding the bid for the new bleacher.

**Old Business:**

*Field #4 Seating Update (Discussion; replace press box)*

Previously discussed in the Park Manager's report

*50<sup>th</sup> Anniversary Event Review*

Previously discussed in the Park Recreation Director's report.

*Land encroachment update*

The situation is still being reviewed by the attorneys; Chairman Battaglia is suggesting a meeting to walk the site with Town and Village officials.

*Website Upgrade Update*

Mancuso noted that he saw some of the updates of the new website. He was not able to forward the link to the rest of the Board.

**New Business**

*Discussion: Project List*

No new updates at this time.

*Discussion: Re-purpose indoor racquetball court.*

No new updates at this time.

*2016 Committee Assignments*

**Playground:** No new updates at this time.

**Evening/Weekend Crew:** Mancuso asked the Commission if the Watch Guard staff should work on Monday, July 4<sup>th</sup>. The Commission decided they should have that day off.

**Park & Grounds Maintenance (Walking Trails, Parking Lot and Drainage):**

No new updates at this time.

**Concession Stand:** Commissioner Calvano noted that the owner has moved some of the equipment around in the snack bar. Further discussion was had on the topic.

**Community Events/Children's program:** No new updates at this time.

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**YAC Committee:** Previously discussed during the Park Recreation Director's report.

**League Scheduling:**

No new updates to report at this time.

**5 Year Plan/Long Range Planning:** No new updates.

**EXECUTIVE SESSION**

Having no topics to discuss in Executive Session, the Commission continued with the agenda.

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

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

*Resolved, to approve and pay the bills.*

**Ayes: 7**      Battaglia, Morris, Calvano, Bollenbach, Vaccaro, Novack, Whitman  
**Nays: 0**

Lastly, Chairman Battaglia read a letter from the Make a Wish foundation, thanking the Commission for the use of the field for an event earlier this year.

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

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Priscilla C. Chang-Staley  
Park Secretary