

Final Minutes

Monroe Joint Park Recreation Commission, June 25, 2018

The Monroe Joint Park Recreation Monthly Meeting was held at Smith's Clove Park, 133 Spring St, Monroe, New York on the 25th day of June 2018.

PRESENT:	John Battaglia	Chairperson
	Anthony Vaccaro	Adm. Chairperson
	Ann Marie Morris	Commissioner
	Andrew Calvano	Commissioner
	Emily Whitman	Commissioner
	Jonathan Novack	Commissioner
	Mary Elizabeth Burton	Commissioner
	Chris Sullivan	Commissioner
	Martin O'Connor	Commissioner
	Joe Mancuso	Park Recreation Director
	Priscilla C. Chang- Staley	Park Secretary
	Stephen Gaba	Park Attorney

ABSENT: Commissioner Rehman Shukr

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

Approval of Minutes

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

Resolved, to approve the minutes of May 21, 2018, as written.

Ayes: 7 Battaglia, Morris, Vaccaro, Calvano, Whitman, Burton, Sullivan

Nays: 0

Abstain: 1 O'Connor, Novack

Privilege of the Floor – Public Concerns

Bliss Glover, a representative from Monroe Woodbury Lacrosse League, was present to make a field usage request to the Commission. The request is for practices (on half of the field) on Tuesdays and Thursday, from 6 pm to 8 pm, starting in July and ending in August. They are looking to start July 10th. Approximately 30 to 40 players are anticipated to participate. The Commission advised that the (league scheduling committee) will review the request including the information provided on their application, their roster, proof of their insurance policy and their organization's tax exempt status. Mancuso added that their insurance policy should have the Village, Town and Smith Clove Park as additionally insured.

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Request: Resident Request Cameras

Monroe Resident Jonathan Adamo addressed the Commission about his concern regarding no security cameras in the park. He explained his car was vandalized when he had visited the park. When the incident was reported to the Monroe Police, the police officer advised “the incident will be investigated however, there are no security cameras in the park to assist in the search of the perpetrator”. Mr. Adamo demanded that security cameras be installed immediately so that the cameras monitor activity in the park. The footage from the cameras can help law enforcement see the activity in the park including recording criminal activities that could potentially happen in the park, including child abductions. He felt strongly that the cost to install and maintain a security camera system in the park is minimal. A system for home would work, based on his experience in the security camera field and the current market of products available for consumers to purchase. He suggested the system he personally uses enables him the convenience of monitoring his home from his phone. He cautioned that he is willing to take further legal action if the Commission did not immediately respond to having them installed. Battaglia thanked Mr. Adamo for his request and agrees with his concern for the safety and security of people in the park. He further added that the matter has been discussed before including having discussions with the Police Department. A security camera system for the needs of the park, so that it can provide accurate and adequate monitoring is complex and very costly. The Commission will continue to research options by contacting a consultant. Battaglia noted that he will speak with the Police Chief, as well.

Chazen: Playground Preliminary Design.

Novack introduced Chazen landscaping architect Kevin Hasselwander to the Commission. Keven presented two preliminary designs for the Commission to review. The first design focused on the play areas that are in line with each other. The second design, which is the preferred option, encompasses all areas of the park. Some highlights of the design include access to all areas in the park and new surface materials for the play areas. The maintenance of the lawn can be made with a lawnmower. They recommended regrouping the existing playground equipment together and reusing them to help save costs. The estimated cost of the preferred project is \$200,000. The next step, after the design is agreed upon, is the construction. The firm would be the construction manager and assist with the bidding process. They would also oversee the project as it is being constructed. The Commission asked how successful is the firm with completing a project close to the bid they’ve recommended. Kevin stated very successful and added they have a network of contractors to draw from to finish the job. The project could start in the fall and finish in the winter. Further discussion was had on the topic. The Playground Committee will review the proposals and provide an answer.

Please note Battaglia suspended the agenda at this time, to welcome the newest Commissioner Martin O’Connor to the Commission.

Park Recreation Director Report

Mancuso suspended the agenda to discuss a preliminary YAC update and then continued with his report. 613 campers registered this year with 24 pre-k campers. Last year 50 more children were registered which was 674. Total revenue is \$116,665 which is a decrease from last year. There are fewer expenses with less revenue this year. 109 campers were added during late registration. He noted that late registration makes planning for the season more difficult; counselors have to be hired to

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accommodate them. The Commission advised starting registration earlier and come up with a plan to educate the public on what the process is. They also advised educating local officials of their process and ask for their assistance/cooperation in the matter.

1. A copy of June 25, 2018 (draft) agenda.
2. A copy of May 21, 2018 (draft) minutes
3. A copy of the playground proposal (draft).
4. A copy of correspondence from Jonathon Adamo.
5. A copy of correspondence to the Village, regarding an equipment transfer.
6. A copy of correspondence to the winner of the Surplus Equipment bid Specht's Auto.
7. A copy of a memo to the Watch Guards regarding Park policies.
8. A copy of the Park's Activity Calendar for July. *The fishing clinic will start on Saturday for four weeks.*
9. A copy of the Maintenance Manual (draft). *Mancuso asked for the Commission to review and provide input. A task list will be created and kept with it to be used as a guideline.*
10. A copy of the use of the park's pavilion facilities. *To date, eleven picnics have been scheduled.*
11. A copy of the Park's Activity Calendar for July.
12. A copy of Park Id's issued for the month of June. *There are 75 renewals to date.*
13. A copy of the monthly maintenance report.

In other matters, Mancuso stated plans are being made to move the press box. He suggested utilizing it to store equipment and seasonal supplies when it's moved to a new and permanent location. He also thought of storing the electric cart in there as well. Further discussion was had on the topic. Gaba asked if Tee Pee Construction will be paying prevailing wages, workman's comp as well as have the park as additionally insured. Mancuso stated yes to all three.

Park Manager's/Maintenance Report

An update was distributed during the Park Recreation Director's report.

Old Business

Land Encroachment

No new updates at this time. No settlement discussions have occurred, matter will proceed to court. Morris asked for a total of his attorney's fees regarding the Encroachment.

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Playground Update

Topic was discussed under the topic of Chazen Playground Preliminary Design update.

Please note the agenda was suspended to discuss the topic of the Trail Project. Afterwards, the Commission returned to the agenda. Mancuso reported he's waiting for the milling, from the Town of Monroe, which would be rolled over the existing path. The milling cover will act as a base for possible future paving. Further discussion was had on the topic.

Press Box

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

2018 Committee Reports

- Snack Bar – Calvano stated no new updates to report. A slot will be installed in the door, which will allow YAC lunch orders to be delivered prior to them opening for the day.
- BAS Automation – No updates to report.

New Business

Park Maintenance Manual

Battaglia asked the Commission to review the Park Maintenance Manual and provide input.

EXECUTIVE SESSION

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

to enter into Executive Session to discuss a personnel matter at 9:11 pm.

Ayes: 9 Battaglia, Vaccaro, Morris, Calvano, Novack, Whitman, Burton, Sullivan, O'Connor

Nays: 0

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

to exit out of Executive Session an return to open session at 9:49 pm.

Ayes: 9 Battaglia, Vaccaro, Morris, Calvano, Novack, Whitman, Burton, Sullivan, O'Connor

Nays: 0

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

Resolved, to approve the request by MW Lacrosse to use field 6 on Tuesday and Thursdays from 6-8pm from July 1 to August 31 pending submittal of proper field request paperwork which includes insurance naming Smith's Clove Park, the Town of Monroe and the Village of Monroe as additional insured.

Ayes: 7 Battaglia, Morris, Vaccaro, Calvano, Whitman, Burton, Sullivan O'Connor, Novack

Nays: 0

Abstain: 0

Authorization for Motion to Approve and Pay the Bills

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

Resolved, to approve and pay the bills

Ayes: 9 Battaglia, Vaccaro, Morris, Calvano, Novack, Whitman, Burton, Sullivan, O'Connor

Nays: 0

With no further business, on a motion from Vaccaro seconded by Calvano the meeting was adjourned at 10:05 pm. Carried unanimously.

Priscilla Chang-Staley
Park Secretary