

Final Minutes

Monroe Joint Park Recreation Commission, May 21, 2018

The Monroe Joint Park Recreation Monthly Meeting was held at Smith's Clove Park, 133 Spring St, Monroe, New York on the 21st day of May 2018.

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

ABSENT: Commissioners Jonathan Novack and Rehman Shukr

Chairperson John Battaglia called the meeting at 7:35 P.M, with the Pledge of Allegiance. Park secretary Staley arrived at 7:38 pm.

Approval of Minutes

On a motion made by Vaccaro and seconded by Burton

Resolved, to approve the minutes of April 23, 2018, as written.

Ayes: 7 Battaglia, Morris, Vaccaro, Calvano, Whitman, Burton, Sullivan
Nays: 0

Privilege of the Floor – Public Concerns

No one was present to speak on the public.

Request: Basketball league

No one was present to speak on the topic to the Commission; John Juliano didn't know he was supposed to attend the park meeting for April. Mancuso did speak with him in the interim and let him know he was expected at tonight's meeting. Mancuso provided a brief review of what was noted during April's meeting. Juliano is interested in forming his own basketball league at Smith's Clove Park after school ends and into July. Mancuso advised that Juliano is required to meet the Park's requirements for leagues i.e. insurance, 501C etc, as well as getting the Commission's approval and to present more information.

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Park Recreation Director Report

Mancuso reported the following information to the Commission;

1. A copy of April 23, 2018 (draft) minutes.
2. A copy of 2018 YAC Salary Analysis. *Mancuso noted that he increased YAC salaries by 8.75 %; more specifically raises were given to counselors who returned to work after the first year, directors, EMT and nurse. Salary steps, in certain job titles, have been added to acknowledge returning staff by paying them higher wages, as opposed to new staff. 17 new counselors were hired this year. He also did a comparison of what the increase would affect the budget. Instead of hiring an Activity Director, two additional assistant directors will be hired. They, including the existing Assistant Director, will have the tasks that would do the duties of the Activity Director. In addition, an EMT has been added to the staff. Although he hasn't heard anyone complain about the salaries, he felt the increase was necessary. Even with the salary increase, there is enough money in the budget to cover. The job classification doesn't have to meet minimum wage requirements. The Commission agreed to his proposal.*

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

Resolved, to approve YAC salary increases for 2018.

Ayes: 7 Battaglia, Morris, Vaccaro, Calvano, Whitman, Burton, Sullivan
Nays: 0

3. A copy of the summer basketball request, for review. Topic was previously discussed during agenda topic number four.
4. A copy of the revised YAC Staff applied. *Mancuso explained two to three counselors were added to the 2018 YAC Staff list. Additional candidates are being considered due to people declining their employment offers.*

On a motion made by Chairperson Battaglia and seconded by Commissioner Burton

Resolved, to approve the addition of the following new candidates for 2018 YAC staff; Grace Fisher (who resides at 11 Fischer Dr Monroe, Brody King (who resides at 1 Briarwood Ave), Connor Paik (who resides at 12 Prestwick Dr).

Ayes: 7 Battaglia, Morris, Vaccaro, Calvano, Whitman, Burton, Sullivan
Nays: 0

5. A copy of Park's Activity Calendar for June. *Vaccaro asked Mancuso if he needed help with YAC registration. Mancuso stated some help is needed. Registration starts next week; deadline is June 22nd. The deadline must be adhered to so that he can proceed with preparations to open the camp. No late applications will be accepted.*
6. A copy of the use of the park's pavilion facilities. *To date ten picnics have been scheduled.*

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7. A copy of the Rec Desk Software Proposal. *Mancuso noted the Rec Desk rep would like to do a presentation for the Commission.*

8. A copy of the Surplus Equipment bid results. *The Commission decided to transfer the turfcat to the Village Highway Department, due to the Village helping the park with different tasks. Also, if the park ever needed it again then the Village could assist. The Commission awarded the bid for the remaining two pieces of equipment to Specht's Auto.*

On a motion made by Adm. Chairperson Vaccaro and seconded by Commissioner Calvano

Resolved to award the remaining pieces of equipment to the respective highest bidders; Specht's Auto, 102 Covered Bridge Rd Warwick NY 10990 the 1966 Scoop in the amount of \$3,777.00 and the John Deere Flail Mower in the amount of \$1,222 and Awarded to Raymond Stilwell Jr., PO Box 38, Slate Hill NY 10973 the 1983 Chevy Mason Dump in the amount of \$401.99.

Ayes: 7 Battaglia, Morris, Vaccaro, Calvano, Whitman, Burton, Sullivan
Nays: 0

9. A copy of the Park Id's issued for the month of May. *There were 42 renewals and 20 new ID's issued.*

10. A copy of an invoice from Perennial Services.

11. A copy of a standby request to MOVAC.

12. A copy of an endorsement letter to the Village, recommending a candidate for the vacant Commissioner position.

13. A copy of Memorial Day Weekend Challenge course outline. *The event is this Saturday. Mancuso noted he was thinking of renting a carnival game.*

14. A copy of a completed application for employment for the seasonal help position. *Two candidates applied. References are currently being checked. Battaglia commented on one of the candidates has had experience working at the County Arboretum. After further discussion, the Commission decided to hire the candidate as part time seasonal for now. If the candidate performs well, then the Commission may offer permanent employment.*

On a motion made by Adm. Chairperson Vaccaro and seconded by Commissioner Whitman

Resolved, to approve the part time temp/seasonal employment of Gareth John Harkness, who resides at 10 Welling Ave, Warwick at a rate of \$19.00, based on his experience.

Ayes: 7 Battaglia, Morris, Vaccaro, Calvano, Whitman, Burton, Sullivan
Nays: 0

15. A copy of the monthly maintenance report. *Mancuso reviewed daily tasks such as collecting lost and found items, mowing the fields and policing the area for litter and unsafe conditions. Some*

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examples of repairs are that the cracks on the hockey rink have been repaired. The Wally Ball court has been painted and the water heater in the meeting hall has been repaired. Also preparations have already started for spring planting. Some examples of projects include replacing rotting logs along the roadway, repairing the storm drain on field 5 and that the inside the racquetball court has been painted. Future plans include reestablishing lights on the hill and researching a timer or motion detector on the racquetball court.

In other matters, Mancuso believes a shed was placed on park property. After discussion, the Commission decided the Village should contact the owner of the property. Mancuso readdressed the trail project. Commission Burton suggested that the Town would be reclaiming roads this summer and recommended that left over millings could be used for the walking path. Mancuso spoke to Town Highway Superintendent Scherne and there will be some available.

Note that the agenda was suspended at this time to discuss the topic of Smith Clove Kid's Challenge proposal. Afterwards, the Commission returned to the agenda. John Rahn from Believe Fitness was present to speak with the Commission. Commissioner Whitman and Sullivan proposed a children's fitness challenge. Admission would be \$15 per person, up to \$40 per family. They are looking to have water stations, 15 fitness stations, rent inflatables for obstacles and award 20 trophies for the winners (10 are for sportsmanship). Participants would receive a teeshirt. Advertisement would be word of mouth rather than advertise in the Photo News to help save on expenses. Mr. Rahn added that his staff would be onsite to help the participants learn the station before executing it. Age group of the event would be from 6 years old up to 14. Further discussion was had on the topic. It was decided that the event proposal is a good idea and that it should be advertised in the Photo News. It was further added that Mr. Rahn and his company Believe would be consultants for the park and he was advised to add the park as additional insured to the company's insurance. Finally, the amount of participants should be supported by a sufficient number of volunteers.

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

Resolved, to approve the event request Smith Clove Kids Challenge at a cost not to exceed \$2,500. Admission cost would be \$10 per child and \$25 for families three or more.

Ayes: 7 Battaglia, Morris, Vaccaro, Calvano, Novack, Whitman, Burton, Sullivan
Nays: 0

Park Manager's/Maintenance Report

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

Old Business

Land Encroachment

No new updates at this time.

Playground Update

No new updates at this time.

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Press Box

Morris reported that Chris Dilorenzo received a quote of \$26,000 from Gigliardi (who was one of the three companies who submitted quotes for the Press Box project). Both Tee Pee Construction and Gigliardi, now have higher quotes because of the various changes in the bid that affect the cost. One change is that the fence on the new bid is made out of metal instead of wood. Burton reviewed the revised plans and provided insight. She explained due to safety, metal is better and recommended. The architect who reviewed the plans thought metal was the best choice and is readily available. Tee Pee and Gigliardi both provided revised quotes with the fence constructed out of wrought iron metal. Their revised quotes included an addition which was access to the roof. However, Burton explained the original plan always had access to the roof. Another reason for the increased cost is because of the material for the window changed to tempered glass. Also, in the previous plan, the interior of the press box wasn't finished but it has been added. Both Tee Pee and Gigliardi had in their new plans that the roof line is larger. However, Burton stated it's actually smaller. A conduit is needed for electricity. She recommended that the Village Building inspector should provide an approval to the demolition of the existing press box. After discussion, the Commission agreed with Burton's findings and that a counter proposal is needed to clear up the discrepancies and sending it to both companies for them to re-evaluate their bids to determine a new cost. The Commission authorized Burton and Morris to proceed with the project, if the new bids are reasonable in costs. In addition, the Commission will ask Pop Warner for a donation to help pay for the difference. The Commission voted for the cost of the project, not to exceed \$18,000.

2018 Committee Reports

- Snack Bar – Calvano reported that he spoke with the Concession stand owners regarding taking preorders for YAC campers. They are planning on taking orders and even add credit cards, as an additional form of payment.
- BAS Automation – Topic was previously discussed in the Park Recreation Director's report.

New Business

Picnic Fees

Whitman proposed a new fee schedule which should contain a rain date provision. Mancuso noted it would be hard to determine what the rain date will be, when the reservation is booked. Further discussion was had on the topic.

EXECUTIVE SESSION

Since there were 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 Commissioner Morris and seconded by Commissioner Whitman;

Resolved, to approve and pay the bills

Ayes: 7 Battaglia, Vaccaro, Morris, Calvano, Whitman, Burton, Sullivan
Nays: 0

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With no further business, on a motion from Morris seconded by Whitman the meeting was adjourned at 10:07 pm. Carried unanimously.

Priscilla Chang-Staley
Park Secretary