

## Final Minutes

**Monroe Joint Park Recreation Commission, November 26, 2018**

**The Monroe Joint Park Recreation Monthly Meeting was held at Smith's Clove Park, 133 Spring St, Monroe, New York on the 26<sup>th</sup> day of November 2018.**

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

**ABSENT: Adm. Chairperson Anthony Vaccaro and Commissioner Chris Sullivan**

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

### Approval of Minutes

On a motion made by Commissioner Novack and seconded by Commissioner O'Connor

*Resolved, to approve the minutes of October 22, 2018, as written.*

*Ayes:* 6      Battaglia, Morris, Calvano, Novack, Burton, O'Connor

*Nays:* 0

*Abstain:* 1      Whitman

### Privilege of the Floor – Public Concerns

With no one from the public present, the Commission continued with the agenda.

### Attorney's Report – Land Encroachment (Update)

Gaba reported the lawsuit is in the discovery phase. He also provided a narrative of the history of the case. He will continue to update the Commission and also stated he's been in contact with the Village Mayor.

### Park Recreation Director Report

1. A copy of the Park Recreation Director's report.
2. A copy of the agenda for November's park meeting.

**Final Minutes**  
**November 26, 2018**

3. A copy of the October 22, 2018 (draft) Minutes.
4. A copy of the Parks Activity Calendar for December. *Class registration for winter classes will start on December 5<sup>th</sup>.*
5. A copy of Non-discrimination and Sexual Harassment Policy 2018. *Mancuso requested the Commission to adopt the new policy.*

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

***Resolved, to adopt the Non-Discrimination and Sexual Harassment Policy of 2018, replacing the Park's current policy and handbook.***

*Ayes:* 7            Battaglia, Morris, Calvano, Novack, Whitman, Burton, O'Connor  
*Nays:* 0

6. A copy of the 2019 Winter Park classes. *A new class, "Land of Make Believe", has been added to the session.*
7. A copy of 2019 Park events (pending). *A list of park events for 2019 was provided to the Commission as an fyi.*
8. A copy of NYS approval for the Turkey Trot.
9. A copy of Park Ids issued for the month of November. *There were 76 new ids and 121 renewals for the year, to date. One new id was issued earlier this evening.*
10. A copy of the Holiday Tree Lighting ad. *Several Girl Scout troops will be assisting with the event by singing holiday carols.*
11. A copy of a refund of the Turkey Trot event. *A participant had an injury and was no longer able to compete. Due to the injury, the participant requested a refund.*
12. A copy of the Youth Challenge Final Report.
13. A copy of a clothing allowance proposal. *Mancuso reviewed the proposal with the Commission, highlighting cost comparisons with the Village and Cintas. A \$1000 clothing allowance would be given to each employee; each employee would then purchase clothing they need from a predetermined vendor. The allowance also covers for cleaning and laundering. Further discussion was had on the topic. Gaba cautioned that the allowance could be considered taxable income; he will research the matter further.*
14. A copy of a trail project contract from Degroodt paving.
15. A copy of correspondence to the leagues regarding the annual mandatory meeting in January.
16. A copy of a film crew application.

**Final Minutes**  
**November 26, 2018**

17. A copy of the estimated fund balance. \$143,643.50 is the balance, according to Mancuso's calculations.
18. A copy of the Halloween event final report. The event went well.
19. A copy of the Photo News write up.
20. A copy of the off peak Watch Guard work schedule. One employee resigned while another had a grievance; the person wanted to work more hours.
21. A copy of the maintenance report. Mancuso noted that ice removal is ongoing especially on the parking lots. The lights have been replaced. A broken timer for the lights was replaced. Snow removal equipment is being prepped for winter.

In other matters, Mancuso readdressed the Turkey Trot event results. \$2,500 in registration fees was collected. One hundred runners preregistered and 50 more the day of the event. The race was grouped by ages; ages 13 and under had the highest number of participants. Further discussion was had on the topic.

**Park Manager's Report**

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

**Old Business**

Playground Update

Novack provided some details regarding how phase one of the project will progress. Further discussion was had on the topic. The discussion concluded with the Commission requesting Chazen to attend a meeting to do a presentation, to explain the renderings once construction for phase one is completed.

Press Box Update

Mancuso reported the repairs are completed. Mancuso sent pictures of the changes requested by the electrical inspector to him.

2018 Committee Reports

One final lease installment is unpaid for the Concession stand. Further discussion was had on the topic.

Park Maintenance Manual

Topic was postponed.

Challenge (Final Report)

No new updates at this time.

Cameras

No new updates at this time.

2019 Budget (Update)

\$302, 000 is the amount approved from both the Town and Village. The Town has also suggested a

**Final Minutes**  
**November 26, 2018**

\$30,000 payment to the Park for capital projects

**New Business**

Revised 5 year plan

Topic was discussed under Solar Energy

Solar Energy Investigation

Burton reported to the Commission that there might be a way to provide solar energy to certain parts of the park. She was hoping that the park's meeting building could qualify but it doesn't have enough square footage on the roof with the optimum orientation to the sun. However, she's looking into other areas in the park. She also presented a 5 year plan for the Commission to review. Further discussion was had on the topic.

Officer Slate for 2019

According to the nominating committee, the consensus of the Commission is to nominate John Battaglia a Chairperson and Anthony Vaccaro as Adm. Chairperson for 2019.

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

***Resolved, to keep the ballot the same with Battaglia as Chairperson and Vaccaro as Adm. Chairperson.***

*Ayes:* 7            Battaglia, Morris, Calvano, Novack, Whitman, Burton, O'Connor  
*Nays:* 0

Elections to be held at the December meeting.

**EXECUTIVE SESSION**

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

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

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

***Resolved, to approve and pay the bills***

*Ayes:* 7            Battaglia, Morris, Calvano, Novack, Whitman, Burton, O'Connor  
*Nays:* 0

With no further business, on a motion from Morris seconded by Calvano the meeting was adjourned at 9:26 pm. Carried unanimously.

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Priscilla Chang-Staley  
Park Secretary