

Final Minutes

Monroe Joint Park Recreation Commission, September 24, 2018

The Monroe Joint Park Recreation Monthly Meeting was held at Smith's Clove Park, 133 Spring St, Monroe, New York on the 24th day of September 2018.

PRESENT:	John Battaglia	Chairperson
	Anthony Vaccaro	Adm. Chairperson
	Ann Marie Morris	Commissioner (arrived at 8:45 pm)
	Andrew Calvano	Commissioner
	Mary Elizabeth Burton	Commissioner
	Chris Sullivan	Commissioner
	Martin O'Connor	Commissioner (arrived at 7:45 pm)
	Joe Mancuso	Park Recreation Director
	Priscilla C. Chang- Staley	Park Secretary (arrived at 7:52 pm)
	Stephen Gaba	Park Attorney

ABSENT: Commissioners Jonathan Novack and Emily Whitman

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

Approval of Minutes

Please note the vote the minutes was suspended due to lack of quorum. Once the quorum requirements were met, then the Commission voted on them. During this time, Battaglia commented on the Monroe's Got Talent event. He thanked Mancuso for doing a good job for the event; it was a nice edition for the community and felt the event should be brought back next year.

On a motion made by Calvano and seconded by Burton

Resolved, to approve the minutes of August 27, 2018, as written.

Ayes: 6 Battaglia, Vaccaro, Calvano, Burton, Sullivan, O'Connor
Nays: 0

Privilege of the Floor – Public Concerns

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

Park Recreation Director Report

1. A copy of the Park Recreation Director's report.
2. A copy of the agenda for September's Park meeting.
3. A copy of the August 23, 2018 (draft) Minutes.

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4. A copy of the Budget Workshop Minutes.
5. A copy of use of the park's pavilion facilities. *Mancuso added that the last picnic was last Sunday and the total revenue generated was \$3,300.*
6. A copy of the Park's Activity Calendar for October. *Classes start September 25th. No classes will be held on Columbus Day.*
7. The following event request requires approval:
 - a. Holiday Tree Lighting event request to be held on Sunday, December 2nd at 6 pm. The annual holiday tree lighting event is held in conjunction of the Town of Monroe. Advertisement will be done through Facebook. Vaccaro suggested finding singers to help with singing holiday songs. Mancuso noted that that day is the first night of Hanukah; should there be some type of recognition? Gaba advised a tree lighting is non-denominational; having religious symbols at the event is not recommended. Please note Commissioner O'Connor arrived during this discussion.

On a motion made by Adm. Chairperson Vaccaro and seconded by Commissioner O'Connor

Resolved, to approve the Holiday Tree Lighting event, to be held on Sunday, December 2nd at 6pm, not to exceed \$1,100

Ayes: 6 Battaglia, Vaccaro, Calvano, Burton, Sullivan, O'Connor

Nays:

8. A copy of Park Id's issued for the month of September. *There were six new ids with 4 renewals. Year to date totals stands at 115 renewals and 68 new ones.*
9. A copy of 2018 YAC Financial Report. *Total YAC profit is \$25,363.98. The trips this year didn't go well, mainly due to weather. Participation in the trips dropped on those days. We had to issue some refunds due to not being able to reschedule trips.*
10. A copy of the revised draft Fall League Schedule. *Little League made field usage request for one of the fields. They lost access to using the High School field. They were provided some preliminary field availability however Little League has not responded to whether or not they can use those times.*
11. A copy of a report regarding a meeting with maintenance staff. *Discussion regarding this topic was postponed to executive session.*
12. A copy of a budget cover letter to the Town of Monroe.
13. A copy of the 2019 draft final budget. *The Commission reviewed each line item in the 2019 budget. Commissioner Burton recommended installing solar panels on the park meeting building, as part of the 5 year plan. Further discussion was had on this topic.*
14. A copy of the electric report on the press box. *Topic will be discussed in the Press Box Update.*

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15. A copy of a memo to the Watch Guards. *Mancuso added that the Watch Guards were switching hours with their peers as well as working more than 15 hours. The memo addressed the issue.*

16. A copy of the Tee Pee Voucher reflecting final payment.

17. A copy of the Jonathan's memo concerning an update on the playground with Chazen.

18. A copy of the maintenance report. Some examples of repairs are that the cracks on the hockey rink were patched, the bushes along field four were cut back and the lip on the skateboard equipment was repaired. Also, the fence on field one is bent; he's looking to have it repaired and have a sign placed to prevent further problems. A dead tree on Franklin ave was removed; he's looking into more trees that will eventually need to be removed.

In other matters, bids went out on the 8th. The lowest bidder was the Ron De Grood & Paving at \$68,635. Vaccaro added a background narrative of the walking trail, for the newer Commissioners. He welcomed the newer Commissioners to provide their perspective. Further discussion was had on the topic. Battaglia was concerned who was going to maintain the path. Mancuso stated Maintenance will maintain the path including plowing it. However, the snow removal on the trail would be less of a priority than other areas in the park. Gaba was concerned with possible legal problems due to hazardous conditions on the trail. Battaglia asked the Walking Trail Committee to review the bids that were submitted and come up with a solution regarding maintaining the trail during the winter months. Lastly, Mancuso noted the printer is not working.

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.

Playground Update

No new updates at this time. The Commission would to continue planning and developing the playground in phases.

Press Box

The old press box has already been moved and is being used as storage for the Park. After meeting with the electrical inspector, Commissioner Burton reported that there are some adjustments needed, along with an outlet on the outside of the building as per the plans.

2018 Committee Reports

No new updates at this time.

Park Maintenance Manual

No new updates at this time.

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Challenge (Final Report)

Topic was postponed at this time.

Request: Trustee Houle (Skate Park Upgrade)

No new updates at this time.

Cameras

No new updates at this time. The Commission is waiting for additional information from the consulting security company contracted by the police department.

2019 Preliminary Budget

The Commission reviewed and discussed various line items in the report. Further discussion was had on the topic.

New Business

Having no topics to discuss in new business, the Commission continued with the agenda.

EXECUTIVE SESSION

On a motion made by Commissioner Calvano and seconded by Commission Sullivan

to enter into Executive Session to discuss a personnel matter at 8:40 pm

Ayes: 6 Battaglia, Vaccaro, Calvano, Burton, Sullivan, O'Connor
Nays: 0

On a motion made by Adm Chairperson Vaccaro and seconded by Commissioner O'Connor

to exit out of Executive Session and return to open session at 9:15 pm

Ayes: 7 Battaglia, Morris, Vaccaro, Calvano, Burton, Sullivan, O'Connor
Nays: 0

Authorization for Motion to Approve and Pay the Bills

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

Resolved, to approve and pay the bills

Ayes: 7 Battaglia, Morris, Vaccaro, Calvano, Burton, Sullivan, O'Connor
Nays: 0

With no further business, on a motion from Sullivan seconded by Burton the meeting was adjourned at 9:20 pm. Carried unanimously.

Priscilla Chang-Staley
Park Secretary