

Monroe Joint Park Recreation Commission, January 28, 2019

The Monroe Joint Park Recreation Monthly Meeting was held at Smith's Clove Park, 133 Spring St, Monroe, New York on the 28th day of January 2019.

PRESENT:	John Battaglia	Chairperson
	Anthony Vaccaro	Adm. Chairperson
	Andrew Calvano	Commissioner
	Jonathan Novack	Commissioner
	Emily Whitman	Commissioner
	Chris Sullivan	Commissioner
	Mary Elizabeth Burton	Commissioner
	Joe Mancuso	Park Recreation Director
	Stephen Gaba	Park Attorney

ABSENT: Commissioner Martin O'Connor and Priscilla C. Chang- Staley Park Secretary

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

Approval of Minutes

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

Resolved, to approve the minutes of December 17, 2018, as written.

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

Privilege of the Floor – Public Concerns

Resident Dan Ezratty spoke to the Board regarding a summer program he works at in Ramapo. Although he feels the summer YAC is a good program, he does not feel it attracts older kids. In Ramapo there is a program called Teen Trek. It runs six weeks for 4 days a week and includes 9 trips days. The days without a trip, campers can stay at the facility/pool. The cost is \$900 a camper and non-refundable. The camp is divided into Junior, grade 6&7 and Seniors grades 8-10. They register approximately 150 kids mostly in the Junior group. The cost of trips is included with the registration fee and there is no refund if you miss a trip or it is cancelled and cannot be rescheduled. Discussion followed;
Some trips do run later than the 9-3 camp day, they are permitted by the Health Department, trips range from a Broadway show to white water rafting, number of staff/ratio to camper (approximately 45 over 18yrs). Chairman Battaglia thanked Mr. Izratty for his input and advised him, tonight we are going over the 2019 committees and the appropriate committee will review your request.

Request 2019 Field Use

The first meeting in January is when the Board takes request for field/court use for the upcoming 2019 playing season. A letter was sent to all leagues currently having access to Smith's Clove Park along with an email reminder. This is a mandatory meeting in allowing the scheduling committee time to review their request, resolve conflicts and consult the Board for final approval and be ready for the opening of the season. **Present were:**

Chris DiLorenzo	POP Warner
Brad Gollinger	MW Soccer Club
Mike Greenhill	MW Youth Lacrosse

Not represented at tonight's meeting;

MW Little League
Monroe Hockey
Monroe Softball Association
Monroe PBA and Monroe Fire Department

Chairman Battaglia welcomed the leagues and opened discussion. Mancuso collected the 2019 contact information and field requests. The representatives talked mostly about other fields and the increasing limited access. Chris DiLorenzo also mentioned the July POP Warner camp, and Chairman Battaglia reminded him that the separate insurance is due prior to them starting. Mike Greenhill spoke about their concerns with other field conditions and the appeal of field 4 in Smith's Clove Park, pointing out the bleachers for parents to sit, bathrooms, lights and food available which led into the next agenda item.

Request 2019 Field Use Lacrosse (New Leagues)

Mancuso advised the board that in their package for tonight was a copy of the minutes of June 2018 when the Board last spoke to Lacrosse and a copy of the park's "Rules and Policies" as they pertain to new leagues requesting access to the Park. Mr. Greenhill addressed concerns, from the Board, regarding overuse of the field and use of cleats. Mike discussed the breakdown in ages/grades and how the larger group 7-9 is smaller in numbers. There would be a total of 20 kids on the field at 1 time. Field 6 would not be large enough for games, the Lacrosse fields' measure more in line with a football field. Mancuso also reminded the Board that a new league would have to establish escrow accounts and how the established criteria needed to be met, to remain consistent with our policies.

Park Recreation Director Report

1. A copy of the agenda for January 2019 park meeting.
2. A copy of the minutes for December 2018 park meeting (draft).
3. Lacrosse background information
4. A draft of the 2019 YAC application. Mancuso is requesting the Board review the fees and vote on them so as to make the information available. He is already getting inquiries.

On a motion made by Commissioner Whitman and seconded by Commissioner Burton,

Resolved to approve the 2019 YAC application as submitted and to set the 2019 Yac fees as follows:

<i>Monroe Resident/First Child</i>	<i>\$200</i>
<i>Monroe Resident/Additional Child</i>	<i>\$150</i>
<i>Harriman Resident First Child</i>	<i>\$240</i>
<i>Harriman Resident/Additional Child</i>	<i>\$165</i>

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

5. A draft of the 2019 PreK camp application. Mancuso advised that there were no changes to the 2019 application or camp format beyond the dates of camp and registration.

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

Resolved, to accept the 2019 PreK Camp application/information as presented,

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

6. Copy of the Winter Festival ad

7. A request for the 2019 Egg Scramble. The event is scheduled for April 13, 2019. Mancuso plans to use the same format as in previous year with the ages divided up and staged in different locations, with a petting zoo. Amount requested is \$1,054. On a motion made by Commissioner Calvano and seconded by Commissioner Sullivan

Resolved, to approve the 2019 Egg Scramble as requested, to be held on Saturday April 13th at 1 pm, not to exceed \$1,050.

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

8. A copy of a letter to MOVAC request a standby and bunny escort for the Egg Scramble on April 13, 2019.

9. A copy of the draft ad for the Egg Scramble

10. A copy of the final 2019 budget. Final expenses are \$807,650.00, revenues anticipated to be collected in the amount of \$203,650.00, leaving the Town of Monroe's contribution at \$302,000.00 a reduction of \$22,904.00 in the Town's contribution over last year.

11. A copy of the January 3, 2019 statement of revenue and expenses for 2018. Mancuso discussed with the Board that these numbers will be changing over the next month as more bills from 2018 are being paid.

12. A copy of the 2018 Trial Balance for Smith's Clove Park.

13. A copy of the February 2019 Calendar for the Park programs and activities

14. A copy of the 2019 Contact information sheet for the Park Commission
15. A draft of proposed committees for 2019 along with their 2018 members
16. A draft copy of the 2019 Monroe's Joint Park and Recreation Commission's "Rules and Practices"
17. A draft copy of the 2019 "Goals and Objectives"
18. A draft copy of the 2019 "Fee Schedule"
19. A revised "cost estimate" prepared by Chazen for the first phase of the playground project
20. A copy of the January 2019 Maintenance Report

Park Manager's Report

Mancuso gave to the Commission a rundown of maintenance for the month. His report is divided into 4 categories; Daily maintenance, Repairs, Projects and Cash flow.

Daily Maintenance: most revolved around weather related items and bathrooms

Repairs: Most notable was the replacement of the gearbox on the salt spreader, and the repairs to the truck (muffler and back shocks)

Projects: Design and construct a bridge for the new walkway going over the drainage ditch on field 4

Cash Flow: Cash Deposits \$1,587....Expenses \$17,909.00 (does not include salaries)

At this time Chairman Battaglia introduced 2 residents who were in the audience. Bob Barlow spoke that he was a longtime resident, living in the unincorporated Town of Monroe and a recently retired Monroe Woodbury teacher. He is interested in joining the commission and came tonight to see what we were all about. Next, Kayel Conklin stated he too is interested in possibly joining the commission. He moved into the Village of Monroe a little over a year ago. He has been involved in Parks where he used to live and currently is project manager with the NYC parks department. He lives just up the road from the park and believes he could be helpful.

Both gentlemen were advised that their next step would be to address their willingness to serve with their respective Boards who would ultimately make the appointment. Note: currently there are 2 openings on the Commission; 1 from the Town and 1 from the Village.

Old Business

Playground Update

In response to the Commission's request at the last meeting Chazen sent to Commissioner Novack a stylized rendering of the proposed playground upgrade (before and after pictures) along with a current cost analysis.

Discussion followed;

Commissioner Novack discussed how he felt the flat 1 dimensional rendering did not do justice to proposed layout. You miss the flow and gentle grade as the equipment is extended up past the boat. Further discussed; the time frame for the project, whether we are looking to do this in the Spring or wait till fall, taking into consideration the summer camp July and August. Adm. Chairperson Vaccaro asked what our commitment to Chazen for engineering was. Commissioner Burton advised that to date we

have completed the Exploration & Program, Schematic Design, and Design Development stages and have started into the Construction document stage. The Board is now looking for specific details/plans. Although it appears everyone is in agreement as far as proceeding with the playground upgrade there are questions that need to be answered. To this end, Committee people Commissioners; Novack, Vaccaro, Burton and Director Mancuso will arrange a conference call with Kevin at Chazen. The final consensus was the shoot for fall construction. Attorney Gaba will prepare a SEQR form for the Board to review at the next meeting.

2019 Committees Report

With no other committee having updates, the Board discussed 2019 Committees. Chairman Battaglia read off the committees and committee member from 2018 soliciting any changes to who will work on what. The 2019 Committees and member are as follows:

<u>Evening and Weekend Crew</u>	Vaccaro, Novack
<u>Park & Grounds Maintenance</u>	Vaccaro, Novack, Calvano
<u>Community Events/Children Program</u>	Whitman, Sullivan
<u>5 Yr Plan/Long Range Planning</u>	Battaglia, Vaccaro, Calvano, Burton, Novack, O’Connor, Whitman, Sullivan
<u>League Scheduling/Liason</u>	Sullivan, Whitman
<u>YAC</u>	Whitman, Calvano
<u>Playground</u>	Novack, Battaglia, Burton, Vaccaro
<u>Concession Stand</u>	Calvano, Sullivan
<u>Legal Committee/Executive Committee</u>	Battaglia/Vaccaro

Cameras

No new updates at this time.

2019 Fee Schedule

Each year the Board reviews and updates its fee schedule. In December the 2018 Fee Schedule was presented for review at the January meeting. On a motion made by Commissioner Whitman and seconded by Commissioner Burton

Resolved, to approve the 2019 Fee Schedule as proposed in a draft with the following changes to Pavilion rentals and the changes already agreed to during the YAC application motion. Pavilion rentals are to be revised as follows;

<i># People</i>	<i>Fee.....</i>	<i>Deposit....</i>
<i>0-50</i>	<i>\$100</i>	<i>\$50</i>
<i>51-99</i>	<i>\$200</i>	<i>\$100</i>
<i>101-200</i>	<i>\$300</i>	<i>\$150</i>
<i>201-300</i>	<i>\$400</i>	<i>\$200</i>
<i>301-400</i>	<i>\$500</i>	<i>\$250</i>
<i>401-500</i>	<i>\$600</i>	<i>\$300</i>
<i>500+</i>	<i>Call for quote</i>	

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

Park Rules and Practices

Each year the Board reviews and updates its Commission Rules and Practices. In December the 2018 Park Rules and Practices was presented for review at the January meeting. On a motion made by Commissioner Vaccaro and seconded by Commissioner Calvano

Resolved, to approve the 2019 Park Rules ad Practices as proposed in the draft document presented

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

Park's Goals and Objectives

Each year the Board reviews and updates its Commission Park's Goals and Objectives. In December the 2018 Park's Goals and Objectives was presented for review at the January meeting. Adm. Chairperson Vaccaro mention the importance of having an updated Goals and Objectives document for which to refer as the Board makes decisions. On a motion made by Commissioner Vaccaro and seconded by Commissioner Novack

Resolved, to approve the 2019 Park's Goals and Objectives as proposed in the draft document presented

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

New Business

Code of Ethic Form

Mancuso received and distributed to Town appointed Commissioner a Code of Ethic form requested by the Town to be completed and returned to him so as to deliver to the Supervisor's Office by the February 8th deadline.

EXECUTIVE SESSION

With no business in Executive Session, Chairman Battaglia continued with the agenda.

Authorization for Motion to Approve and Pay the Bills

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

Resolved, to approve and pay the bills

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

With no further business, on a motion from Whitman seconded by Burton the meeting was adjourned at 9:40 pm. Carried unanimously.

Joseph Mancuso