

## FINAL MINUTES

**Monroe Joint Park Recreation Commission, June 24, 2019**

**The Monroe Joint Park Recreation Monthly Meeting was held at Smith's Clove Park, 133 Spring St, Monroe, New York on the 24<sup>th</sup> day of June 2019.**

|                 |                                   |                                 |
|-----------------|-----------------------------------|---------------------------------|
| <b>PRESENT:</b> | <b>John Battaglia</b>             | <b>Chairperson</b>              |
|                 | <b>Andrew Calvano</b>             | <b>Commissioner</b>             |
|                 | <b>Mary Elizabeth Burton</b>      | <b>Commissioner</b>             |
|                 | <b>Jonathan Novack</b>            | <b>Commissioner</b>             |
|                 | <b>Chris Sullivan</b>             | <b>Commissioner</b>             |
|                 | <b>Kayel Conklin</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**

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 Burton

*Resolved, to approve the minutes of May 20, 2019 as corrected from tonight's meeting.*

|                   |   |
|-------------------|---|
| <i>Ayes:</i> 5    | Battaglia, Calvano, Burton, Sullivan, Conklin |
| <i>Nays:</i> 0    |   |
| <i>Abstain:</i> 1 | Novack  |

### **Privilege of the Floor – Public Concerns**

MW Softball Association Representative Robert Collins was present to speak with the Commission. He thanked the Commission for helping accommodate their field usage requests. He reported that some of the field lights are not working. He also reported that the league consulted an attorney and an accountant to assist with establishing their 501C7 status. The league is now incorporated, has tax exempt status but they are waiting for the final certificate. He thanked maintenance for their assistance with the fields, as well. Mancuso will address the problem with the field lights. Sullivan specifically asked if Mike Finnegan is part of the MW Softball Association. Collins stated he is not; any field requests made by Finnegan would be separate from the MW Softball Association. Further discussion was had on the topic.

### **Request – Field Use Ernest Nematz**

Ernie Nematz, Representative for the Crusader Club (Dark Knights) Travel Baseball, was present to

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request field time. The Crusader Club accepts players (approximately 12- 13 total) who are 12 years old and older. He is looking to request field time (to host tryouts, practices and home games) for fields one and two from March to the end of October. Tryouts will be held in July. Battaglia advised of the Park's policy for field usage requests; the league would have to provide a roster of players who must be Monroe Residents and provide insurance information, naming the Village and Town of Monroe as additionally insured. Mancuso added that the league must compliment a sport which is not currently being played in the park. Multiple leagues for offering the same sport becomes complicated and takes away available time for public use. Further discussion was had on the topic. Nematz responded by stating the goal is to recruit players entirely from Monroe but he will accept candidates from out of the area. Further discussion was had on the topic.

Kathleen Campbell was present to observe the meeting's proceedings.

**Park Recreation Director Report**

Mancuso reported the following information to the Commission;

1. A copy of June Meeting Agenda 2019 (draft).
2. A copy of May 20, 2019 meeting minutes (draft).
3. A copy of a field request from Travel Team rep Nematz. *Topic was previously discussed during Agenda item#4.*
4. A copy of the Smith Clove Park Rules and Policies regarding field usage.
5. A copy of May's report for the park's pavilion facility rental. *Calvano asked if requests for the park's facilities have increased since the rental fees were lowered. Battaglia asked if people decline requesting the facilities due to the no alcohol policy. Mancuso answered no to both questions.*
6. A copy of Park's Activity Calendar for July.
7. A copy of a Topography Survey quote from Chazen.
8. A copy of a Test Pit Site Map. *Starting tomorrow, the playground will be closed for two days due to the test pit analysis.*
9. A copy of the playground project revised cost estimate.
10. A copy of YAC 2019 statistics. *Revenue will be less than expenses and enrollment (for regular campers and pre k) is down this year. The number of staff originally planned will no longer be needed. He is seeking a person to work in the extended YAC hours, in the morning or evening.*
11. A copy of the Softball League Request Escrow refund. *Mancuso provided a background narrative for the Commission. He voiced a concern regarding multiple teams that play the same*

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*sport. Further discussion was had on the topic. A resolution is needed to refund the \$500 deposit to the individual softball leagues, prior to the merger. The Commission asked Mancuso to find out who should the checks be made payable to first before they are issued.*

On a motion made by Commissioner Calvano and seconded by Commissioner Novack  
***Resolved, to approve the Softball League request escrow refund of \$500.***

*Ayes:* 6            Battaglia, Calvano, Burton, Novack, Sullivan, Conklin  
*Nays:* 0

12. A copy of an event request for the Kid’s Crusader Challenge. *Sullivan presented an event request for a kid’s sport challenge, similar to the one held last year. He reviewed the expenses from last year and eliminated the ones that weren’t needed. He will work with the leagues to help increase enrollment. There was concern that the word “Crusader” in the event title might be perceived as an event associated with MW school district not the park. Further discussion was had on the topic. Sullivan agreed to remove the word. A resolution is needed to approve the event request; volunteers are needed to assist.*

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

***Resolved, to approve the Kid’s Challenge event request, to be held on Sunday July 28<sup>th</sup> at 10 am, for an amount of \$870.***

*Ayes:* 6            Battaglia, Calvano, Burton, Novack, Sullivan, Conklin  
*Nays:* 0

13. A copy of a YAC enrollment request. *Mancuso provided a background narrative regarding the request, adding that the circumstances are similar to what was approved in the past. The request is to enroll a student who doesn’t meet the residency requirements. The Commission has previously approved this type of request.*

14. A copy of May’s Maintenance Report. *The weather continues to be a challenge for the maintenance staff, with regard to repairs. The picnic tables were power washed and stained. The storage shed was broken into and graffiti found on the basketball courts. The Monroe Police department has been notified and will continue to monitor suspicious activities. Battaglia noted that he spoke with the police chief who stated he can help the Commission in getting information for a security camera system. The damage will take time to repair even though the cost of the repair is minimal.*

In other matters, Mancuso stated recently a person came into the park with kids to start a basketball league. Security alerted him of the incident; Mancuso explained to the individual that there is a procedure to start a league. After discussion, the Commission concluded that this situation (of possible unauthorized leagues utilizing the park facilities for their usage) will be monitored closely going forward.

With regard to the volleyball league, so far the turnout has been moderately attended.

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Approximately the same twelve people have been participating consistently. A consensus is needed to either determine if a more permanent league should be established or remain as is for pick-up games. Further discussion was had on the topic. The Commission concluded that an official league will not be set up at this time; the players can continue as they have been as a pick-up game situation.

**Park Manager's/Maintenance Report**

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

**Old Business**

Playground Update

Burton stated the new cost estimate is \$400,000 based on the current design and specs. The cost of new playground equipment is expensive. Since this is a busier time of year, the cost of the project increased. Chazen advised that test pits are needed. There are still some matters that require clarification, including ADA compliance. She suggested seeking CDBG grants to help finance the ADA compliance details. Gaba advised that any extra funding should be considered a bonus. He also advised that some preparatory work is needed before the contract can be awarded, at that point in time. Further discussion was had on the topic. A resolution is needed to authorize an additional topographic survey and soil testing if necessary. The Board approved the soil testing as it had to be done before camp so as to continue the overall plans. Burton will follow up with Chazen to find out if the additional survey is needed.

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

***Resolved, to authorize the expenditure of \$3,600 for additional topographic survey and soil testing, if necessary as determined by a Chazen engineering consultant.***

*Ayes:* 6            Battaglia, Calvano, Burton, Novack, Sullivan, Conklin  
*Nays:* 0

2019 Committees Report

No new updates at this time.

Cameras

Previously discussed during the Park Recreation Director's report.

Land Encroachment

No new updates at this time. Case is still pending.

**New Business**

Battaglia gave a narrative regarding Rosemarins Summer Camp, which has not opened this year. He spoke with the owner regarding the use of the pool at the location for YAC. Mancuso stated that the Board of Health has strict requirements for swimming during camp. Further discussion was had on the topic.

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**EXECUTIVE SESSION**

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

*to enter into Executive Session to discuss a personnel matter and obtain confidential advice from counsel at 9:17 pm*

**Ayes: 6**            Battaglia, Calvano, Burton, Novack, Sullivan, Conklin  
**Nays: 0**

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

*to exit from Executive Session and return to open session at 9:42 pm*

**Ayes: 6**            Battaglia, Calvano, Burton, Novack, Sullivan, Conklin  
**Nays: 0**

On a motion made by Commissioner Novack and seconded by Battaglia

*To designate Ken McGrady as a person to which Director Mancuso can ask to pass along any directives to the maintenance crew, regarding work or policies that Mancuso needs conveyed to the rest of the crew.*

**Ayes: 6**            Battaglia, Calvano, Burton, Novack, Sullivan, Conklin  
**Nays: 0**

**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: 6**            Battaglia, Calvano, Burton, Novack, Sullivan, Conklin  
**Nays: 0**

With no further business, on a motion from Calvano seconded by Sullivan the meeting was adjourned at 9:57 pm Carried unanimously.

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Priscilla Chang-Staley  
Park Secretary