

## Final Minutes

**Monroe Joint Park Recreation Commission, March 25, 2019**

**The Monroe Joint Park Recreation Monthly Meeting was held at Smith's Clove Park, 133 Spring St, Monroe, New York on the 25th day of March 2019.**

<b>PRESENT:</b>	<b>John Battaglia</b>	<b>Chairperson</b>
	<b>Anthony Vaccaro</b>	<b>Adm. Chairperson</b>
	<b>Emily Whitman</b>	<b>Commissioner</b>
	<b>Mary Elizabeth Burton</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: Commissioners Andrew Calvano and Jonathan Novack**

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

### Approval of Minutes

Battaglia asked the Commission postpone the motion for February 25th's minutes until April, so that everyone could have the chance to review it.

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

***Resolved, to postpone the minutes of February 25, 2019, until next month.***

***Ayes:*** 4      Whitman, Burton, Sullivan, Conklin

***Nays:*** 0

***Abstain:*** 2      Battaglia, Vaccaro

### Privilege of the Floor – Public Concerns

MW Softball Representatives Robert Collins and Peggy Mullahy were present to speak to the Commission. They wanted to find out what was needed from the newly formed softball organization in terms of payment of the field request deposit. The Sunday Men's league no longer exists, since the organization has been formed. Mancuso replied that a resolution is needed to close the individual accounts. The accounts were previously owned by individual softball leagues which have all merged into one organization. Once the resolution is declared and approved then the funds from those deposits could be refunded? Battaglia asked if the Sunday Men's Softball league submitted for field usage request for this year. Collins stated they shouldn't have because they don't have any teams anymore. Sullivan added that field time associated with the Men's Sunday league was allocated to the Softball Association Further discussion was had on the topic. The Association submitted a check for Field Deposit and one for the Light Deposit for the combined League and requested that the money held in

escrow for the Women's league and the Senior League be returned to Peggy Mullahy, 30 Frances Lane, Monroe NY 10950 and Robert Collins 13 Townsend Place, Chester NY 10918 respectively.

**On a motion made by Commission Burton and seconded by Commissioner Sullivan**

*Resolved, to refund* to Peggy Mullahy, 30 Frances Lane, Monroe NY 10950 the money held for field and light deposits for the Women's Softball league and Robert Collins 13 Townsend Place, Chester NY 10918 the money held for field and light deposits.

*Ayes:* 6            Battaglia, Vaccaro, Whitman, Burton, Sullivan, Conklin  
*Nays:* 0

Ed Scully, representative from the Adult Hockey League, asked the Commission for a status on the rink. He saw the cracks were filled with concrete and felt that the repairs weren't done correctly. In addition, he reported that some of the lights for the rink area weren't working. Mancuso responded that repairs have been repeatedly made. They've even tried using different materials. The electric meter has been faulty. Maintenance is doing the best they can; they are working to resolve much of the issues before the season start. Vaccaro added that because of the rink's physical location, it's been a difficult process. Conklin offered possible remedies that he can further research that could help. Spring maintenance projects will help ensure the rink will be repaired on an ongoing basis. Some areas in the park will require more priority than others. The Commission will continue to address the repairs to the rink and the lights as well.

Scully also addressed the field schedule for this year; they requested the same schedule as last year. Roxanna Damian, president of the Hockey League was approached by an Ice Hockey league asking if they could have access to the Monroe hockey court. Battaglia asked where the Ice Hockey league is from. She answered that she will find out that information and report back to the Commission.

**Request: Girl Scout Jamboree**

Commission Whitman who has been speaking with the group advised the Board that, the pavilion rental request was canceled by the group. No representative from the Girl Scouts was present to speak with the Commission.

**Request: Memorial Day Parade and Event**

Mancuso reported that a person proposed an event for Memorial Day. They were not present during tonight's meeting. They were provided a special events application, to start the process. No further information is available at this time.

**Park Recreation Director Report**

Please note the agenda was suspended to discuss a Trail Dedication event. Afterwards the Commission returned to the agenda.

Mancuso proposed a Trail Dedication event to be held on Sunday, May 19<sup>th</sup>. This event will officially open the newly completed walking trail. He also suggested a story walk to be posted along the trail to promote literacy while enjoying nature. Vaccaro commented on the work the Boy Scouts completed creating a Kiosk that outlines the various paths several years ago in Crane Park as a suggested for our trail. Further discussion was had about the topic. The Commission concluded the Trail Dedication event should move forward.

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

***Resolved, to approve the Trail Dedication Event to be held on Sunday, May 19<sup>th</sup> at 1:00 pm. not to exceed \$700***

*Ayes:* 6          Battaglia, Vaccaro, Whitman, Burton, Sullivan, Conklin  
*Nays:* 0

Mancuso reported the following information to the Commission;

1. A copy of March's Meeting Agenda 2019 (draft).
2. A copy of February meeting minutes 2019 (draft).
3. A copy of the Park Budget's end of 2018 year transfer. *A resolution is needed to close out the 2018 budget.*

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

***Resolved, to approve the fund balance transfer as per the budget transfer sheet presented during tonight's meeting.***

*Ayes:* 6          Battaglia, Vaccaro, Whitman, Burton, Sullivan, Conklin  
*Nays:* 0

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

***Resolved, to approve the reserve contributions as indicated on the reserve contribution sheet presented during tonight's meeting.***

*Ayes:* 6          Battaglia, Vaccaro, Whitman, Burton, Sullivan, Conklin  
*Nays:* 0

4. A copy of the request for the Softball Association Deposit Return. *Topic was previously discussed during the Privilege of the Floor.*
5. A copy of a request to organize an Adult Beach Volleyball League. *Mancuso stated a person from Harriman suggested an adult volleyball league. The league would be noncompetitive. Mancuso is interested in the concept and would like to advertise to generate interest. Battaglia was concerned about a possible increase in maintenance to the area due to people using the volley ball court more often. Further discussion was had on the topic. Mancuso advised that the sand was raked everyday by machine along with the infields.*
6. A copy of the Trail Dedication event request. *Topic was previously discussed and a resolution for the event was unanimously passed earlier in Mancuso's report.*
7. A copy of the Park's Calendar for April.
8. A copy of the Spring Maintenance Projects. *The list is prioritized.*

9. A copy of the Maintenance Rotation Schedule. *The goal of the schedule is to rotate responsibilities to the maintenance crew and cross train the employee*

10. A copy of the Watch Guard peak schedule. *April is the start of the field use schedule; at this time two guards will be on sight, where one will be stationed in the booth and the other will patrol the park.*

11. A copy of an email communication, regarding the Camporee.

12. A copy of the Park Id schedule.

13. A copy of the March Maintenance Report. *Maintenance is getting ready for spring. With regard to Arbor Day, they are moving forward with planting white pine seedlings.*

### **Park Manager's/Maintenance Report**

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

### **Old Business**

#### Playground Update

Burton stated the new design plans will be reviewed.

#### 2019 Committees Report

Battaglia thanked the League Scheduling Committee for completing scheduling for the 2019 season.

#### Snack Bar Bid

No new updates. Gaba will review the bid, which will contain just the YAC season for six weeks.

#### Cameras

No new updates at this time.

#### Land Encroachment

No new updates at this time.

#### Spray Park Discussion

Conklin provided a feasibility study of two spray feature options, with the YAC program in mind, to the Commission. Included in the study are estimated construction costs, descriptions on how the two features operate pictures of the two designs and the impact of the water usage to the Park. Further discussion was had on the topic. Mancuso pointed out that there is a level of authority that would need to be obtained from the Board of Health. It is not easy to obtain and the concept might be better served by the Town pursuing this type of project instead of the park. This way the entire community can use it instead of just YAC as they will be primarily be the only ones using it.

### **New Business**

#### Girl Scout Jamboree

Topic was previously discussed earlier in the meeting under agenda topic#4.

Parade Request

Topic was previously discussed earlier in the meeting under agenda topic#5.

Adult Softball Deposit Return

Topic was previously discussed earlier in the meeting during Privilege of the Floor.

Attorney Service Renewal

A resolution is needed to renew the attorney service for Stephen Gaba.

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

***Resolved, to approve the renewal of general counsel by the firm Drake, Loeb PLLC and Attorney Stephen J Gaba.***

***Ayes: 6*** Battaglia, Vaccaro, Whitman, Burton, Sullivan, Conklin  
***Nays: 0***

2018 End of Year Budgetary Transfers

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

**EXECUTIVE SESSION**

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

***to enter into Executive Session to discuss a potential land contract at 9:42 pm***

***Ayes: 6*** Battaglia, Vaccaro, Whitman, Burton, Sullivan, Conklin  
***Nays: 0***

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

***to exit from Executive Session and return to open session at 10:05 pm***

***Ayes: 6*** Vaccaro, Whitman, Burton, Sullivan Conklin  
***Nays: 0***

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

On a motion made by Commissioner Vaccaro and seconded by Commissioner Conklin;

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

***Ayes: 6*** Battaglia, Vaccaro, Whitman, Burton, Sullivan, Conklin  
***Nays: 0***

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

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Priscilla Chang-Staley  
Park Secretary