

## **FINAL MINUTES**

**Monroe Joint Park Recreation Commission, September 23, 2019**

**The Monroe Joint Park Recreation Monthly Meeting was held at Smith's Clove Park, 133 Spring St, Monroe, New York on the 23<sup>rd</sup> day of September 2019.**

<b>PRESENT:</b>	<b>Anthony Vaccaro</b>	<b>Adm. Chairperson</b>
	<b>Jonathan Novack</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: Chairperson John Battaglia and Commissioner Andrew Calvano**

Adm. Chairperson Anthony Vaccaro called the meeting at 7:35 P.M, with the Pledge of Allegiance. Tony Schaffer was present in the audience to observe.

### **Approval of Minutes**

Please note that the vote to approve the August 26<sup>th</sup> minutes was postponed due to lack of a quorum.

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

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

### **Park Recreation Director Report**

Mancuso reported the following information to the Commission;

1. A copy of August Meeting Agenda 2019 (draft).
2. A copy of the Activities Director's report.
3. A copy of the August 26, 2019 meeting minutes (draft).
4. A copy of Results Driven Instructor's Contract. *Mancuso outlined the contract guidelines and the Park's Policy. The first week of the session was canceled due to rain. The second and third week had a good turnout. Approximately 20 – 30 people attended. The final session ends on October 11<sup>th</sup>.*
5. A copy of the Park's Activity Calendar for October. *The Pumpkin Painting event (on October 27<sup>th</sup>) will be held in conjunction with the Village of Monroe's Halloween Costume parade.*

6. A copy of an event request for the Holiday Tree Lighting event. *Two dates are proposed. The event is being planned to be held in conjunction with the Village of Monroe. Mancuso is waiting for more details with regard to their event.*
7. A copy of the revised 2020 budget.
8. A copy of email correspondence from Chazen with regard to the Playground project. *Chazen will review the current changes and provide feedback by October 3<sup>rd</sup>.*
9. A copy of a proposed invitation to Bidders.
10. A copy of the SEAF short form.
11. A copy of price quotes for Pickle Ball. *Mancuso met with the vendor BSN Sports. A quote was obtained for fencing and a pickle ball net. MW Hockey requested to switch their night to a different one. The new request is on the same day Pickle Ball is proposed to be held. He noted that once a pickle ball game is in session the other side of the hockey rink can be still used. Existing Pickle Balls players provide their own equipment. The Commission approved the expense for \$1000 during last month's meeting.*
12. A copy of the Park's Pavilion facilities. *The Village is requesting the Commission to sign a hold harmless clause regarding the Turkey Trot event. Mancuso advised the Board that the Park's liability insurance is the same policy as the Village's. Gaba advised that the Commission should sign it even though the measure is not needed. After discussion, the Commission agreed to sign the hold harmless clause.*

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

***Resolved, to authorize Park Recreation Director Joe Mancuso to sign the Hold Harmess Clause, on behalf of the Commission***

*Ayes:* 5          Vaccaro, Burton, Novack, Sullivan, Conklin  
*Nays:* 0

13. A copy of the 2019 Hockey Roster
14. A copy of the Hold Harmless Clause (Turkey Trot).
15. A copy of Park's IDs issued.
16. A copy of the Park's three year plan.
17. A copy of the August Maintenance report. *Mancuso reported that maintenance is continuing to perform their daily duties which include emptying garbage cans, mowing and cleaning bathrooms. They also work on repairs, such as repainting patches to hockey rink, fixing the lights on field's three and four, repair the electric box by stage, getting rid of the cattails etc. With regard to projects, they are getting the plows ready for snow removal. A monument was donated to the park it is currently located in front of the office. Vaccaro asked for a status regarding the holiday decorations. Mancuso stated he believes that they are still working even after the storage shed*

where they are kept was vandalized. Vaccaro also asked Karaoke will be featured at the Holiday Tree Lighting. Mancuso answered that the event is still being planned.

Please note the Commission suspended the agenda to discuss the email from the Town of Monroe Supervisor. Afterwards the Commission returned to the next topic on the agenda. Mandatory ethics training dates and the Holiday party are coming up.

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

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

### **Old Business**

#### Playground Update

Mancuso suggested that the newest revision of the project should be reviewed when it's available. Further discussion was had on the topic. The Board decided to meet October 8 in a workshop session to go over the playground plans. Gaba advised a public notice should be placed in the paper so that the Commission and the public has the opportunity to review Chazen's recommendations.

#### 2019 Committees Report

The banner committee is still exploring various banner options for the park.

#### Cameras

No new updates at this time.

#### Land Encroachment

No new updates at this time. Case is still in the discovery phase. Motions for judgement probably won't happen until next year.

#### Pickle Ball

October 21<sup>st</sup> is the anticipated start date.

### **New Business**

#### 2020 Budget Presentation

Further discussion was had on the topic. It was noted that the Town and Village didn't meet with the Commission last year. After further discussion, it was decided to send the proposed budget to both the Town and Village.

#### Request Fall Ball Senior Little League

Mancuso received a field request from the Senior Little League. Commissioner Sullivan is reviewing the schedule to see if Little League can be accommodated. To date he has not heard back from Little league.

### **EXECUTIVE SESSION**

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

*to enter into Executive Session to discuss personnel issues at 8:49 pm*

*Ayes: 5*      Vaccaro, Burton, Novack, Sullivan, Conklin  
*Nays: 0*

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

*to exit from Executive Session and return to open session at 9:10 pm*

*Ayes: 5*      Vaccaro, Novack, Burton, Sullivan, Conklin  
*Nays: 0*

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

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

*Resolved, to approve and pay the bills*

*Ayes: 5*      Vaccaro, Burton, Novack, Sullivan, Conklin  
*Nays: 0*

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

\_\_\_\_\_  
Priscilla Chang-Staley  
Park Secretary