

**TOWN OF NORTH CASTLE
PARKS & RECREATION ADVISORY BOARD ("PRAB")
Minutes of December 4, 2018 Meeting**

In Attendance: Karl Hinrichs, Dan Zenkel, Frank Lattarulo, Brendan Molloy, Lois Mallin, Norma Hill, Matt Trainor, Lisa Larsen

Absent: Charlene Decker, Steve D'Angelo

Minutes of the September 4, 2018 meeting were accepted and approved.

General Projects Update:

1. Wampus Brook Park Bridges - Town Board has approved the proposals by Kellard Sessions to evaluate the bridges, their design, and functionality. The Town Administrator was dismissed of her duties the day after the last PRAB meeting on 9/4/18. Kellard Sessions has assured Matt Trainor that bid documents will be received shortly. Matt plans to reach out to Joe Cermele this week.
2. Hergenhan Generator - The generator is not hooked up to supply heating or cooling. Electrical engineers looked at the generator and there are two options: one option is to replace the existing generator, and the second option is to rewire the current generator to meet our needs. The existing generator can handle heating, and it is recommended that it not be wired for cooling. The panels in the basement just need to be rerouted to wire for heat.
3. Betsy Sluder and Duck Pond Dams - This is in progress, Joe Cermele of Kellard is drawing up specs.
4. Purchase of Storage Containers - We purchased 6 containers (20 x 8 at a cost of \$2,800 each) - 2 for Police Department and 4 for Recreation.
5. Field Signage - Matt Trainor will speak with Walter of Signs Plus in January for simple signage. Karl Hinrichs deals with Signarama and feels they are a bit more accommodating than Signs Plus - maybe we should consider speaking with them as an alternative.
6. Wampus South - Members of the PRAB share frustration with getting things done - one black hole after another - we need someone to tell us what we can and can't do. The PRAB is looking to just clean it up and make it presentable. The PRAB wants a meeting with the engineers and the Conservation Board to discuss wetland and environmental issues.
7. IBM Restrooms - There is a contract with Armonk Indoor - Matt Trainor noted that the bathroom facility cannot conflict with plans of Armonk Indoor. There appears to be some mystery item that the Town Board is exploring. The PRAB finds this situation totally unacceptable - the *park* still needs bathroom facilities. There is an open area near the pavilion area - we will proceed to try to get approvals to install this bathroom facility in this new location.

Camp Operation Update 2018 / Considerations for 2019: Profit and Loss Report distributed showing last 12 years or reporting for summer camps, which includes Camp Chippewa, Camp Kick-a-Poo, and Teen Travel Camp. Chippewa *lost* \$30,000, while Kick-a-Poo did okay with a *profit* of \$5,700. With the way the school calendar falls in 2019 and the August 9th date of when camp must be out of the buildings, there is preliminary talk about holding a 5 week camp instead of 6 weeks, due to the fact that the first week may only be for 3 days.

Pool Operation Update 2018: Pass Bottom Line Report for 2017 and 2018 was distributed. Revenue down 5% - \$220,000 in 2017 compared to \$203,295 in 2018. This shortfall was most likely due to a cold, rainy season. The propane heaters are very expensive to run and are ineffective in heating the pool in general. The purchase of the pool is moving forward; we are waiting for approval from Attorney General. Also, we will go back out to bid for 2019 food concessions.

Fall 2018 / Program Operations: Fall registration was held in September, and we just had winter 2019 registration on 11/28. Expense Comparison Control Report showing last 3 years, and Revenue Control Report for this year distributed.

Parks Department Staffing: The laborer hired in January 2018 didn't pass his probation period. Matt Trainor reached out to WRAPS and hired two parks laborers who are working out well and doing a fantastic job. They came on board just before Thanksgiving. We are one heavy full staff, but we are expecting a retirement at the end of this year.

Home Delivered Meals Program: Pleasantville is ceasing its arrangement with the Town to provide home delivered meals. We will be contracting with Hubbard's Cupboard from Port Chester, who is County approved - there will be no interruption of service to our participants. The Pleasantville kitchen has been outsourcing to Hubbard's Cupboard for the past three months and they follow the Westchester County guidelines and menu.

Field Allocation / Distribution amongst Youth Sports Leagues: ABL felt they weren't getting the field space that they were entitled to. Matt Trainor asked the Leagues for roster information. He didn't see any large discrepancy. There is a field meeting scheduled for January. Hunter Field at Wampus School is out of commission for spring 2019.

Correspondence from Denis Barry of ABL Regarding Lombardi Park Fields: Denis Barry is proposing that we remove the fencing currently installed on the baseball and softball fields at Lombardi Park and use that entire field for soccer, football, and lacrosse use, making it an all-use field. Matt Trainor will analyze the field situation and move forward to see what is involved.

The meeting was closed and adjourned at 8:00PM.

Next Meeting: Tuesday 1/8 at 6:15PM