

## TOWN OF NORTH CASTLE

### Parks and Recreation Advisory Board

#### Minutes of December 17, 2013 Meeting

**In Attendance:** Joe DiMauro, Dan Zenkel, Frank Benish, Patrick McCarthy, Matt Trainor, Adam Kaufman, Anthony Marano

**Absent:** John Cronin, George Alvarez, Tony Milone, Susan Lichten, Joan Goldberg, Lisa Larsen

Minutes from the November 19, 2013 meeting were approved and accepted.

#### **Budget for 2014**

- The approved 2014 budget includes funding for hiring a Senior Recreation Leader in place of the position currently unfilled, along with 1 of 2 currently empty positions on the Parks staff.
- Handouts outlining 2013 expense and revenue comparison controls were distributed; the department collected \$77,000 more program revenue than budgeted. Some expense lines were higher than budgeted due to extra programming.

#### **Tennis Court Renewal Contract**

- The contracts have been signed and the matter resolved; this item can be taken off future agendas at this time.

#### **Online Registration Update**

- New servers will be purchased within the first two months of the year, which are crucial for the update in our registration software. Matt is also trying to catch up on how the credit card end of things work and how that incorporates into the update.
- Install of the software should occur in February. Matt will be setting up a meeting with either the assessor or tax receiver to meet about Credit Card software, as they have gone through the process and can provide a better understanding of how it works.

#### **Vending Machine Update**

- Matt will be working with the Town Administrator on new bids for vending machines; it needs to be determined where the best locations are for them to be put, and if any locations should be added (ie. Town Hall or Hergenhan).

- Patrick McCarthy and Dan Zenkel feel they should be REQUIRED to provide the ability to update or monitor themselves electronically / wirelessly. Also, an effort should be made to install plugs with locks on them to prevent tampering.

#### **Bike Path**

- No update at this time. Adam Kaufman stated that we are waiting on some DOT approvals and Michael Galante was to follow up; Adam said he would follow up and report back.

#### **Repair Schedule**

- Matt has provided a list of repairs to facilities within the parks and recreation system that need to be performed.
- A major item on that list is the repair of our Playgrounds; some repairs are URGENT and need to be addressed as soon as possible. Matt has gotten quotes from Playground Medic, the same company that performed the inspections; these quotes have been handed out to the PAB.
- Dan Zenkel feels the PAB should go to the Town Board and advise them that these repairs should be done as soon as possible and funding should be authorized.
- Matt will contact the Town's Insurance company to see if he can get a copy of the policy we have, or to find out what effect repairing these items may have on our policy.
- If he can find it, Matt should send the quote we've had to fix IBM's roof to Frank Benish.

#### **Camp Advertising 2014**

- Matt is still waiting to hear from the Board of Education regarding the timing of Camp due to the school year running later than normal. We are also waiting to hear from them on whether they could accommodate Camp Kick-A-Poo this year in one of their facilities, preferably Coman Hill School.
- Matt will report back as soon as possible; he did ask to hear from the School District by January 1.

#### **ALE Pool and Future**

- Joe DiMauro's contract with the ALE pool is up in 2015; he is trying to determine its future.
- Dan Zenkel will contact Mike Schiliro to determine what the Town's interest in taking over the pool may be. This will determine the future of the pool and will affect Town Camp as well.
- What the Town's interest may be will determine how the pool is operated in the future and by whom.

#### **Objectives and Goals for 2014**

- Multiple goals and objectives were discussed for the PAB in 2014; amongst them were: Park Repairs, Maintenance, Wampus South, the Bike Path, looking into Johnson Tract, Quarry Park Cleanup, and the Clove Road Baseball Fields / Park.

### **North White Plains Bingo Board**

- Matt Trainor reported that Liz Thomas is reviewing products to see which would be most useful and appropriate. He will report back.

### **PAB Membership 2014**

- Joe DiMauro called for active membership in 2014; he will reach out to George Alvarez to try and encourage his participation moving forward.

### **Wampus Brook Park South Committee**

- Adam Kaufman presented 5 “schemes” that were possible preliminary designs for the Wampus Brook Park South location. All were met as favorable by the PAB, with some variations.
- The next meeting of the committee will be on January 9, where they will be discussed further.
- Dan Zenkel and Joe DiMauro stated that the current approach being taken for Wampus Brook Park South is a good one, and stated the same should eventually be done for Johnson Tract.

### **Sav-A-Tree Assessment for Wampus Brook Park**

- Matt Trainor has obtained a quote from Sav-A-Tree for \$3500 to come in and evaluate all trees in Wampus Brook Park and determine if any should be taken down.
- A windstorm last month took down a couple of trees that came down in a domino effect; this is dangerous and the trees need to be looked at.
- The PAB made a motion to request the Town Board to approve funding for this assessment. Matt Trainor will forward this to the Town Board.

**The next meeting is January 7, 2014.**