

**Philipstown Recreation Commission
Tuesday, February 28, 2012
Philipstown Community Center – 7:30 P.M.**

PLEDGE

MINUTES – January

FINANCIAL – January & End of Year 2011

CORRESPONDENCE

REPORTS

- a) Program
- b) Theatre
- c) Building and Grounds
- d) Fields
- e) Friends of Philipstown Rec

QUESTIONS FROM THE FLOOR

OLD BUSINESS

1. North Highlands Park & Dog Park
2. Fields – Philipstown Park

NEW BUSINESS

PHILIPSTOWN RECREATION COMMISSION
MINUTES OF MEETING – January 31, 2012

The regularly scheduled meeting of the Philipstown Recreation Commission was held on January 31, 2012 at the Community Center at 7:36pm.

Commission Members Present:

Bill Mazzuca, Chair
Claudio Marzollo
Al Zgolinski
Phil Cottenec
Seth Dinitz
Stephanie Hawkins
Amber Stickle, Director of Recreation

Bill Mazzuca opened the meeting with a salute to the Flag and the Pledge of Allegiance.

Claudio Marzollo made a motion, seconded Seth Dinitz and 4 members agreed to accept October minutes. Stephanie Hawkins abstained.

Financial Report

Gross Revenues for November:	\$ 29,710.05
Bank Charges:	\$ 223.51
Refunds:	\$ 0
Net:	\$ 29,486.54

Phil Cottenec made a motion, seconded by Claudio Marzollo and unanimously passed to accept the November financial.

Financial Report

Gross Revenues for December:	\$ 23,162.75
Bank Charges:	\$ 162.75
Refunds:	\$ 0
Net:	\$ 23,000.00

Phil Cottenec made a motion, seconded by Claudio Marzollo and unanimously passed to accept the December financial.

Town Board representative Dave Merandy informed the commission about the new open meeting law. It will require all meeting documents to be posted online one week prior to the meeting.

Program Reports – Amber Stickle reported that the department held its annual ice-skating event. The turnout was down from the previous year due to the weather. She also reported that there is a senior brunch coming up on February 15 at 10:00am. Finally she reported that the Spring Book was going to print in the next few days. Registration opens on February 13.

Depot Theatre – Claudio Marzollo reported that he is no longer chair of the Depot Theatre. Steve Ives has taken over the role. Stephanie Hawkins was also added to the board and will act as the new liaison

to the Recreation Commission. He also reported that rent negotiations are still going on between the Depot Theatre and the Garrison Landing board. Chairman Mazucca thanked Claudio for serving for more than 15 years on the Depot Board. Claudio thanked Bill Mazucca and Al Zgolinski for their long-standing support.

Amber Stickle expressed some concern regarding the Town going into contract with the MTA regarding the propane tank for the new generator.

Building and Grounds – Amber Stickle reported that the generator was delivered. She wanted to thank Vilanti concrete who donated the concrete for the pad and the Philipstown Highway Department who assisted in the delivery and placement of the unit. She also wanted to thank John Van Tassel who spent countless hours digging a ditch for the electric, preparing the pad for delivery and overseeing the installation.

Amber Stickle also wanted to thank Lou Kingsley for donating his services to remove a tree at North Highlands Park. She also wanted to thank Ed Cleary and the Cold Spring Baptist church for their donation of folding chairs.

Town Board Representative Dave Merandy said he was going to look at an energy performance contract for the Town. Amber Stickle suggested he talk to Tina Merando because there was an assessment done for the community center.

Fields – Amber Stickle reported that the Ward Presentation on January 30 was well attended.

Friends of Philipstown Recreation – Amber Stickle reported that there is \$16,733 in the bank account. The end of year appeal brought in a little less than \$6,000. She also reported that the group paid their portion of the Ward Associated bill.

Old Business

Park Rules vs Laws. – There was further discussion on the park rules and the non-resident clause that was removed by the Town Board. It was decided that the rule regarding groups of 6 or more needing permission from the department was enough use from large non-resident teams and the commission did not need to go back to the Town Board. The commission asked that department order new signs for Philipstown Park before it opens for the season. There was further discussion regarding enforcement of the Town Laws and park rules. The possibility of having to hire a part-time employee to patrol the three recreation department properties was brought up. It was decided that Amber Stickle would look at this year and next year's budget to see if this was a possibility. Discussion continued to codifying the park rules for the North Highlands Park and the dog park.

Fields – Next Step – Amber Stickle asked that the Recreation Commission schedule a workshop to review the field presentation. A workshop was scheduled for February 16 at 7:30pm

New Business

Spring Girls Soccer – Amber Stickle asked the commission to change Spring Girls Soccer from 1-8 to K-8. The idea was presented to Amber by Dan Roberts, Director of the Soccer program. The general idea was that it would help the transition to co-ed soccer in the fall. Al Zgolinski made the motion to change soccer from 1-8 to K-8. The motion was seconded by Claudio Marzollo and unanimously approved.

Parking Lot Lights – Amber Stickle presented Pidala Electric’s estimate to install new lights in the parking lot. Al Zgolinski suggested that Amber ask how much it would cost to install LED lights. Claudio Marzollo made a motion to ask the Town Board to accept Pidala’s proposal for \$3,600 pending LED lights were not an affordable/reasonable option. The motion was seconded by Seth Dinitz and unanimously approved.

Coaches – Amber Stickle discussed a the new practice of finger printing and background checking all the sports coaches. It was agreed that a committee should look into this issue further. Chairman Mazucca also discussed looking into building security. A safety committee was formed consisting of Bill Mazzuca, Seth Dinitz and Amber Stickle.

Purchases – Amber Stickle requested permission to purchase a new computer not to exceed \$530.00. The Claudio Marzollo made a motion to allow the director to purchase a new computer not to exceed \$530.00. The motion was seconded by Seth Dinitz and unanimously approved.

It was moved by Al Zgolinski and seconded by Claudio Marzollo to adjourn the commission meeting at 9:20. The motion was unanimously approved.

Respectfully submitted,
Amber Stickle
Director of Recreation and Parks

These minutes are subject to review by the Recreation Commission for corrections and approval thereof.

2011 End of Year Financial

	<u>Jan - Dec 11</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
BUILDINGS AND GROUNDS -- INCOME	2,590.00	2,300.00	290.00	112.61%
CREDIT	2,364.25	1,000.00	1,364.25	236.43%
DEPOT THEATRE -- INCOME	152,755.91	163,763.00	-11,007.09	93.28%
ISF FEES (returned check fee)	120.00	100.00	20.00	120.0%
PROGRAMS -- INCOME	470,422.16	421,600.00	48,822.16	111.58%
REIMBURSEMENTS / REBATES	116.59			
YOUTH GRANTS -- INCOME	0.00	4,000.00	-4,000.00	0.0%
Total Income	<u>628,368.91</u>	<u>592,763.00</u>	<u>35,605.91</u>	<u>106.01%</u>
Gross Profit	628,368.91	592,763.00	35,605.91	106.01%
Expense				
CONTRACTUAL	302,124.19	331,217.00	-29,092.81	91.22%
EQUIPMENT	4,410.68	5,500.00	-1,089.32	80.19%
PERSONNEL SERVICES	594,416.57	572,510.00	21,906.57	103.83%
REFUNDS (REFUNDS)	1,541.00			
Total Expense	<u>902,492.44</u>	<u>909,227.00</u>	<u>-6,734.56</u>	<u>99.26%</u>
Net Ordinary Income	<u>-274,123.53</u>	<u>316,464.00</u>	<u>42,340.47</u>	<u>86.62%</u>

January Financial

	<u>Jan 12</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
BUILDINGS AND GROUNDS -- INCOME	30.00	2,800.00	-2,770.00	1.07%
CREDIT	281.00	1,500.00	-1,219.00	18.73%
DEPOT THEATRE -- INCOME	2,980.29	165,403.00	-162,422.71	1.8%
ISF FEES (returned check fee)	0.00	100.00	-100.00	0.0%
PROGRAMS -- INCOME	60,996.35	435,000.00	-374,003.65	14.02%
YOUTH GRANTS -- INCOME	0.00	4,000.00	-4,000.00	0.0%
Total Income	<u>64,287.64</u>	<u>608,803.00</u>	<u>-544,515.36</u>	<u>10.56%</u>
Gross Profit	64,287.64	608,803.00	-544,515.36	10.56%
Expense				
CONTRACTUAL	11,716.69	338,000.00	-326,283.31	3.47%
EQUIPMENT	0.00	5,500.00	-5,500.00	0.0%
PERSONNEL SERVICES	50,010.17	586,257.00	-536,246.83	8.53%
Total Expense	<u>61,726.86</u>	<u>929,757.00</u>	<u>-868,030.14</u>	<u>6.64%</u>
Net Ordinary Income	<u>2,560.78</u>	<u>320,954.00</u>	<u>323,514.78</u>	<u>-0.8%</u>

North Highlands Park

Rules and Regulations

1. Park is open from dawn until dusk. Parking is available after 8:00am.
2. Swimming is prohibited.
3. This is a carry-in/carry-out park. Please remove all your garbage
4. Alcoholic beverages and use of controlled substances are forbidden.
5. Smoking is not permitted.
6. No Fires.
7. No boating.
8. No swimming.
9. No firearms.
10. No motorized vehicles.
11. All exercise equipment should be used according to the directions. Use is at your own risk.
12. Golfing on Town property is prohibited.
13. Parking is allowed in designated areas only. No vehicles are allowed on Town fields, walking paths or undesignated areas, without written permission noted on the permit issued by the Department.
14. In the event of inclement weather, the park may be closed.
15. Owners must accompany their dogs at all times and are legally responsible for the actions and behavior of their dogs
16. All dogs must be leashed outside the fenced area
17. Current dog license is required. Please contact Town Hall 845.265.3329 to license your dog
18. You must clean up after your pet and place feces in the appropriate container.
19. Littering is prohibited

Notes to discuss

Fishing Rules and Regulations??

Dog Park

Rules and Regulations

1. Owners must accompany their dogs at all times and are legally responsible for the actions and behavior of their dogs
2. All dogs must be leashed outside the fenced area
3. Keep gates closed at all times
4. Dogs who are sick are prohibited
5. You must clean up after your pet and place feces in the appropriate container. Littering is prohibited
6. Children must be accompanied by adults at all times. Please do not let your child run in the park or chase dogs
7. Dogs in heat are prohibited
8. Dogs with a history of aggressive behavior are prohibited when there are other dogs in the park. If at any time your dog shows aggressive behavior towards people or other dogs, it is to be removed immediately
9. Puppies under 4 months of age are not allowed
10. Rawhide, dog treats, and food are prohibited
11. Owners must stop dogs from digging, and all holes must be filled
12. No more than 3 dogs per owner are allowed at one time
13. Town park rules also apply within the dog park
14. No smoking
15. Current dog license is required. Please contact Town Hall 845.265.3329 to license your dog
16. Usage is restricted to Town Residents only

Preliminary Budget Estimates
North Field Philipstown Park & Parking Area
(Pending Recreation Commission Approval)

Well:	\$10,000 - \$15,000
Expand and Improve North Field	\$250,000 - \$275,000
Parking Area Expansion	\$50,000-\$75,000
Irrigation for North Field	\$25,000
Total	\$335,000 - \$390,000

**Numbers are based on prepared budgets presented in Master Plan, Philipstown Field Study, and an irrigation estimate received in 2010.