

**Philipstown Recreation Commission
Tuesday, October 29, 2013
Philipstown Community Center – 7:30 P.M.**

PLEDGE

MINUTES – September

FINANCIAL – September

CORRESPONDENCE

REPORTS

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

QUESTIONS FROM THE FLOOR

OLD BUSINESS

- 1. Boiler update
- 2. Recycling
- 3. 2014 Budget

NEW BUSINESS

PHILIPSTOWN RECREATION COMMISSION
MINUTES OF MEETING – September 24 2013

The regularly scheduled meeting of the Philipstown Recreation Commission was held on August 24, 2013 at the Community Center at 7:30pm.

Commission Members Present:

John Maasik, Chairman
Bill Mazzuca
Joel Conybear
Phil Cotenec
Amber Stickle, Director of Recreation

John Maasik opened the meeting with a salute to the Flag and the Pledge of Allegiance.

Bill Mazzuca made a motion, seconded by Claudio Marzollo and unanimously approved to accept the August minutes.

Financial Report

Gross Revenues for August:	\$ 67,571.25
Bank Charges:	574.86
Refunds:	\$ 140.00
Net:	\$ 66,802.39

Amber Stickle also reported that the department is on track to be short from their projected income. She explained that she will be making the appropriate cuts from the expenses so that the subsidy amount remains unchanged.

Claudio Marzollo made a motion, seconded by Bill Mazzuca, and unanimously approved to accept the September financials.

Correspondence – Amber Stickle read an email from Jeff Tighe regarding the squash court at Philipstown Park. He was inquiring about possibly getting it back into use. The commission discussed Ms. Stickle getting in touch with Mr. Tighe to look at the space but no decisions would be made until the pavilion was built and the storage issue could be assessed.

Program Reports – Amber Stickle reported that fall soccer numbers were down especially in the 5-6 grade age group. She made the decision to alter that program and make it more clinic style to meet the needs of the smaller number of players. She reported that it looks like the program is making a shift. Grades 1-4 would continue to be organized into teams but that the older grades (5-6) would be run more clinic style.

Theatre – No Report. Amber Stickle did announce that To Kill a Mockingbird would be opening in October.

Building and Grounds – Amber Stickle reported that inside of the water tower was finally being painted. The building is currently operating on the by-pass system. She also reported that the aging water pipe was going to be replaced this upcoming Tuesday.

Friends of Philipstown Recreation – Amber Stickle reminded everyone that the Castle to River Run would be held on October 6. She encouraged all to stop by. She also reported that the Friends are waiting for approval on the park pavilion. She got approval from OSI to build but is still waiting for the OK from the Town Board. She believed they are waiting from an ok from the Town Attorney.

Winter Carnival – The Winter Carnival Committee held its first meeting just prior to the commission meeting. The ground has decided they will start to gather information on music, tubing, skating, ice sculptures and more the event. They are looking at the weekend of February 8-9, 2014. Volunteers are needed.

Old Business

Boilers – Amber Stickle reported that UAP is continuing to work on the site. One issues is when the oil tank was pulled out of the ground, there was oil residue in the soil. The tank was not currently leaking, so it is believed that the residue was from a leak that occurred 20 or so years ago. The DEC was notified and we are in process of a soil remediation. All of the contaminated soil needs to be removed and sent down to a plant to be burned. One additional issue is the quality of the water line coming into the building. When it was exposed the water line was extremely fragile and it needs to be replaced. The plumber is coming this week to replace the pipe. At this point, we do not know how much soil has to come out. Everything else in the boiler room itself is moving on as scheduled.

Recycling – Claudio Marzollo made the motion to table to recycling discussion until the next meeting. The motion was seconded by Bill Mazzuca and unanimously approved.

After Hour Position – Amber Stickle reported hiring two people to work the afterhour’s position. So far, it has worked out very well having someone here.

New Business

John Van Tassel requested new signs “Dogs must be leashed” signs for Quarry Pond.

It was moved by Claudio Marzollo and seconded by Phil Cotennec to adjourn the commission meeting at 9:15pm. 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.

September

	<u>Sep 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
BUILDINGS AND GROUNDS -- INCOME	0.00	0.00	0.00	0.0%
CREDIT	445.00	0.00	445.00	100.0%
DEPOT THEATRE -- INCOME	19,867.15	0.00	19,867.15	100.0%
ISF FEES (returned check fee)	0.00	0.00	0.00	0.0%
PROGRAMS -- INCOME	<u>40,581.50</u>	<u>0.00</u>	<u>40,581.50</u>	<u>100.0%</u>
Total Income	<u>60,893.65</u>	<u>0.00</u>	<u>60,893.65</u>	<u>100.0%</u>
Gross Profit	60,893.65	0.00	60,893.65	100.0%
Expense				
CONTRACTUAL	16,969.15	0.00	16,969.15	100.0%
EQUIPMENT	0.00	0.00	0.00	0.0%
PERSONNEL SERVICES	35,543.96	0.00	35,543.96	100.0%
REFUNDS (REFUNDS)	<u>1,050.00</u>	<u>0.00</u>	<u>1,050.00</u>	<u>100.0%</u>
Total Expense	<u>53,563.11</u>	<u>0.00</u>	<u>53,563.11</u>	<u>100.0%</u>
Net Ordinary Income	<u>7,330.54</u>	<u>0.00</u>	<u>7,330.54</u>	<u>100.0%</u>
Net Income	<u><u>7,330.54</u></u>	<u><u>0.00</u></u>	<u><u>7,330.54</u></u>	<u><u>100.0%</u></u>

September YTD

	<u>Jan - Sep 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
BUILDINGS AND GROUNDS -- INCOME	1,703.96	3,300.00	-1,596.04	51.64%
CREDIT	1,407.81	1,500.00	-92.19	93.85%
DEPOT THEATRE -- INCOME	118,471.50	161,732.00	-43,260.50	73.25%
ISF FEES (returned check fee)	0.00	100.00	-100.00	0.0%
PROGRAMS -- INCOME	380,440.76	433,250.00	-52,809.24	87.81%
REIMBURSEMENTS / REBATES	<u>62.25</u>			
Total Income	<u>502,086.28</u>	<u>599,882.00</u>	<u>-97,795.72</u>	<u>83.7%</u>
Gross Profit	502,086.28	599,882.00	-97,795.72	83.7%
Expense				
CONTRACTUAL	177,917.49	309,602.00	-131,684.51	57.47%
EQUIPMENT	239.00	5,000.00	-4,761.00	4.78%
PERSONNEL SERVICES	482,591.58	610,372.00	-127,780.42	79.07%
REFUNDS (REFUNDS)	<u>1,817.00</u>			
Total Expense	<u>662,565.07</u>	<u>924,974.00</u>	<u>-262,408.93</u>	<u>71.63%</u>
Net Ordinary Income	<u>-160,478.79</u>	<u>325,092.00</u>	<u>164,613.21</u>	<u>49.36%</u>
Net Income	<u><u>-160,478.79</u></u>	<u><u>325,092.00</u></u>	<u><u>164,613.21</u></u>	<u><u>49.36%</u></u>

Recycling Proposal

Stephanie Hawkins put together the following proposal for the commission to review:

Proposed :: Recreation Department Recycling Program

Purpose: To reduce the amount of recyclables disposed of as waste by the Recreation Department and by residents who use the Community Center and the Philipstown Park, and to promote recycling to the community by demonstrating efficient single-stream management of recyclables without duplicative work by Recreation Department Staff and by working collaboratively with the Town Highway Department and the Village of Cold Spring.

Recycling Sites & Equipment:

1. Clear plastic bag-lined wheelie-bin at Claudio Marzollo Community Center
2. Collection barrel at Philipstown Park

Frequency: weekly/semi-monthly, year-round, or as needed

Action:

1. When Buildings & Grounds staff remove trash from trash cans at Philipstown Park to the Royal Carting dumpster at Philipstown Park, B&G to pick up recyclables from park collection barrel and take them back to the Community Center, depositing them in the bag-lined wheelie-bin; and
2. a. When B&G is conducting maintenance at Town Hall and/or VFW in the Village, B&G to bring any *amassed, large-quantities* of recyclables with them and contact Deputy Highway Superintendent Frank Weise (or Superintendent Roger Chiraco) for access to the Lane Gate Recycling Container while they are on that side of town; and

b. Thursday's Extended Hours Staff to transport bagged recyclables to Town Hall at end of shift on a weekly basis, and leave bagged recyclables at left corner of Town Hall driveway on Cedar Street (1) where Town Hall recyclables are picked up.

Support:

Supervisor Richard Shea is supportive of recycling at the Rec and the Philipstown Park and supports what is outlined below.

Cold Spring Village Mayor Ralph Falloon supports this proposal and believes it is sensible way to 'share services'.

Superintendent Roger Chirico and Deputy Superintendent Frank Weise of the Town Highway Department are ready to be of assistance where large amounts of recycling are being considered and need to be deposited at the Lane Gate facility during the workday.