

TOWN OF DOVER RECREATION COMMISSION

Meeting February 6, 2012 Boyce Park

2012

Meeting Overview:

1. Meeting to be called to order 6:30pm. Welcome new Member.
2. New business from guests, Dover little league, Softball, baseball league
3. Recreation Budget and program review. Year end closeout, fiscal and supplies. Rec Trac.
4. Review last month's minutes
5. Updates of Master Site Plan Drawing review- pool, parking, drainage, pond, buildings
 - o Drainage
 - o Parking Lot
 - o Tennis Court
 - o Nature Trail
 - o Baseball fields
 - o New Pool and Pool Closure
 - o Recreation Office Move to Park, including new furnace/AC unit
6. Spring 1k, 3k 5k event, marathon, etc
7. Member responsibilities
8. Meeting adjourned pm

Members Present: David Penney, Paul Palmer, Chris Shay, Teri Ptasnick,

Members Away: Jim Muncey, Kevin Kitowski

Guests and Speakers: Al Roma, Lynn Barillari, Alan Andrews, Fran Wathley, Jason Sartori, Rog Callahan

New Business and Discussion Items:

1. Rog Callahan asking permission for the Lions Club to have the circus at Boyce Park Sunday May 20th for the day. Recreation Commission approved, Rog to make sure he works out details with Recreation Department.
2. Fran Wathley inquired about being able to come to the park with the hot dog wagon/concession stand. RC indicated that the Dover Little League currently runs the Concession Stand at the park. RC and Dover Little league will be have some discussions regarding the upcoming season and events. RC will get back to Fran and let her know what's happening and if there will be an opportunity in the future.
3. Jason Sartori proposed the possibility of Dover forming a Connie Mac Baseball U18 Team. Jason had a detailed cost handout. After some detailed discussion it seems that the CMB league requires a substantial fee to play which the Town would not be able to currently pay for as the CMB League. We currently do not have this type of program budgeted for, further discussion to be had.
4. Al Roma presented his request to hold a softball tournament in June. This would be a modified style where teams would consist of 5 or 6 players participating in rotational play. He handed out the tournament rule sheets. RC advised that he has to submit the necessary paperwork for this event to be reviewed and approved by the RC. Teri will send to him.
5. Dover Little league
6. Frank And Teri will provide an updated List of maintenance and of items that have been completed
7. Water in the garage has been shut down.
8. RC will present to the Town Board a list of items that we currently need to replace, Bleachers, Benches and Fencing.
9. Teri reported that she is working on the following items

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- a. Rec Trac. We currently have over 380 families installed in the Data base and work loading the information continues.
 - b. Spring Flyer- Teri showed us a copy of East Fishkill Recreation directory style of information. Further Discussion will be had.
 - c. Day camp- Advertising on DTV, signs, Flyers and email blasts. RC will have further discussion with TB regarding payment options, Credit cards, online sign ups, possible discount for early sign up and payment, etc.
 - d. Winter Basketball is up and running
 - e. Lawn Mowing scope- Teri will submit to the TB for approval to advertise at the Feb 28th meeting.
10. Maintenance item of closing up the windows in the building by the pool for security purposes is completed. Chris Shay will follow up with Frank.
 11. Pam and Frank will review, remark if necessary the Nature Trail. Jim is working on a volunteer to come down and mechanically clear the trail as it is too overgrown to do by hand.
 12. The Recreation office move estimate is completed and will be forwarded to the TB for approval. The majority of all the labor will be donated. Town will purchase materials...Framing materials, insulation, sheetrock, etc
 13. Kevin and Pam have scheduled an equestrian meeting on January 21, 2012 at Boyce Park
 14. Kevin will update shortly with a new program involving Skeet shooting for those who are interested.
 15. Pam informed us that she will not be seeking another term on the Recreation Commission. Pam will submit formal letter of notification so Town can advertise of the open position. We all wish Pam well and thank her for her service to the Recreation Commission and all the years to the Town and community.
 16. Chris will update on the status of a few groups that want to hold softball tournaments in the spring (April).
 17. Paul will continue to work on the Christmas tree lighting for 2012, plan is to also hold an event at the Park this year
 18. The following items remain under review for purchase in 2012.
 - a. Bleachers VB1135206 8 rows
 - b. Team benches
 - c. Soccer nets and goals
 - d. Fencing
 - e. Waterslide for Day camp
 19. Items that are in discussion with the Town Board that we are waiting for updates:
 - a. Town accepting credit cards for program payments and deposits?
 - b. Status on filling in the old pool area
 - c. Recreation fee's as a part of the yearly adoption process and or the fiscal date move to mid year.

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20. The following items were carry over's from 2012:

- 1) Pool: We made a general progress outline to follow. Time line appx 12-24 months.
 - a. Proposed design and layout (current progress)
 - b. Create budgets on Pool, Fencing, Building, Pole barn building, septic move, Changing rooms, electrical and plumbing, road and security requirements
 - c. Create a formal Pool Proposal document that can be distributed and presented to the Town and all parties. Start seeking financing and donations
 - d. Permission from Town to engage professional services from Town Engineer and Attorney for RFP services.
 - e. Finalize RFP, Scope of Works documents and drawings, designs, details
 - f. Town Referendum, Approvals, Financing, Public Hearings

21. Meeting Closed 9:00pm

Listing of Ideas and Programs that could be offered with the help and leadership from Volunteers.

- a) Rain Barrel workshop
- b) Rain Garden community build/new plantings
- c) Fly Fishing Instructional program
- d) Skeet Shooting instructional program
- e) Equestrian Events
- f) Kayaking instructional program
- g) Bike Race
- h) Cross country or sponsored 1K, 3K, race
- i) Community Day
- j) Astronomy night
- k) Farmers planting program
- l) Fall planting project for pumpkins, squash, etc
- m) Farmers Market held at Park or Library
- n) Canoe Launch

Listing of Work items to be undertaken by a recreation commission member

- a) Capital Projects, Parking, drainage, lighting, pond, courts, facilities
- b) Pond Dredging project
- c) Up keeping of Signage at Town Facilities
- d) Suggestion Box at Town Hall or other Facilities
- e) Sports Equipment swap
- f) Park Rules updates
- g) NYMIR updates
- h) GIS review of Town/Park Properties for recreation
- i) Fee's schedules
- j) 80/20 vs hourly comparison
- k) Lights for Rink
- l) Non Profit's and our Groups Contact coordination contact lists and communication updates

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Recreation Commission board member Project tasks. We are asking our Board members to head up new assignments and take hold of new projects. There are numerous tasks and future projects that need to be accounted for and managed. Currently here is the breakdown:

Jim- Budget/Financials/accounting system with Recreation department/park improvement projects parking and drainage, Pool, Parking and Drainage.

David- Soccer Liaison, New Pool Project, Park improvement projects parking and drainage. Park, Building, and Maintenance duties.

Pam – Nature Trail and Equestrian Liaison

Kevin-Equestrian Liaison

Chris Shay- Baseball Liaison, park facilities planning bleachers, benches, fencing, dugouts, infield repairs

Paul Palmer- Christmas coordinator, Event support, TB meetings, safety

Open Position - Oversee Facility operations with recreation department and Improvement projects. Provide list of needed repairs and maintenance required on buildings at Boyce Park and pool.