

TOWN OF DOVER RECREATION COMMISSION

Meeting March 1, 2010 Town Hall

2010

Agenda Overview:

1. Meeting to be called to order 6:30 pm
2. New Business, Discussion Items, Budget, Program, Calendar, updates
3. Review Project list CAP
4. Meeting adjourned

Members Present: David Penney, Pam Marshall, Dawn O'Neil, Teri Ptasnick, Kevin Kitowski, Frank Herrington,

Members Absent: Jim Muncey

Guests: Councilman Chris Galayda, Monica Romano

Discussion Items:

1. DP stated that we all need to be utilizing our Town of Dover Email addresses for All Town business and communications.
2. DP stated that we will be posting our meeting minutes each month. DP will send out draft copy for review by all prior to submitting to Town for posting.
3. Monica Romano spoke to the commission about Organizing a Town Wide Tag Sale at Boyce Park. It would be a good way to help raise money for a future Dover day. Monica was going to see if she could direct or organize a committee to help move this forward. Time frame would be in the Fall.
4. Skate Park and Pool informational meeting review from 2/22/2010 with members that were not present.
5. Day Camp update informational meeting review from 2/22/2010 with members that were not present. TP review and discussion regarding the Deposit required for Full Day will be \$125.00 and ½ day will be \$100.00. Flyers will go out to the elementary schools. Tentative registration dates are March 29 – April 1st. Recreation department is going to make a slide available for the DTV.
6. Recreation Department may want to request a meeting with the School Board to review and discuss usage at various schools if we have a conflict or lack of space conditions.
7. Baseball and Soccer meeting review from 2/22/2010 with members that were not present.
8. We will send a note to the Clerk that our meeting schedule will change back to Boyce Park April thru October...Nov, Dec, Jan, Feb. will be at the town Hall
9. Playground Build documents review and update from Chris.
10. Dawn O'Neil Will be unable to attend Aprils meeting.

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11. Budget and Program review recap:

- a. Review this month's Financials...Teri had a few computer issues and could not print out for this meeting. She will update for next month.
- b. Review Software purchase...Town purchase QB and has loaded. We will help train Teri and Julie. RD will have all of the programs income and expenses in accordance with the proper accounting codes updated on a daily basis.
- c. Review Fee's any current discussion...TP will prepare updated Fee's for Day Camp and Volleyball fee's
- d. Monthly Calendar of events ...spoke about Lawn Mowing Bid see below.
- e. Master Plan review with Joe Berger....Jim requested from Zarecki the Park Master plan on CAD so we can update current changes with Berger and begin new layouts for Parking, etc... This request is still pending. We can work together with GIS and IT for review and rough layouts

12. Discussion of recommendations for upcoming services:

- a. Mowing scope of work...Bids are due back March 19th 10am town Hall.
- b. Concession...we will discuss with local business and organizations if there is interest in provide a bid to provide Concession for all activities at the Park. We would like to hear Baseball's plan for running concession.

13. 2010 work projects

- a. Complete the parking lot inclusive to parking barriers, fencing, and stone barriers. Requested approval from Town Board to move forward with Berger Proposal. Town Board has placed this on this month's agenda.
- b. Complete the Drainage project, inclusive of the new soccer field and goals, mark out 2 smaller practice field areas
- c. New Playground equipment installation in the spring...
- d. Seasonal Water line to baseball fields...
- e. Parking lot Lighting Solar....Grants? Chris updated that Grants went to NYCERTA for Boyce Park and the Town Garage
- f. Work at Stone Church pending budget and grant to be received in 2010. We are waiting for grant approval, and then we will write RFP's.
- g. Update Master Plan

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- h. Paint and Line Tennis court. Purchase Net.
- i. Purchase Outdoor Volleyball nets for outdoor league this summer. Designate court areas.
- j. Replace HM door and Hardware to Electrical Shed. David will present quotation to TB for approval...status
- k. Move and store Skate Park Equipment...formal recommendation To TB
- l. Possible rebuild replacement of boards on the wood bleachers as an eagle scout project

17. 2011 work projects

- m. New baseball Fields...move up potential start date to 2010
- n. Move 2 soccer fields ...move up potential start date to 2010
- o. Lighting Purchase Baseball fields

14. Recreation Commission board member Project tasks. Currently here is the breakdown:

- a. Jim- Budget/Financials/accounting system with Rec department/park improvement projects parking and drainage
- b. David- Soccer, Baseball Liaison, New Pool Project, and park improvement projects parking and drainage. Playground.
- c. Pam and Dawn- Full Day Camp review and Play programs, Eagle Scout Liaisons
- d. Frank- Oversee Facility operations with recreation department and Improvement projects. Provide list of needed repairs and maintenance required on buildings at Boyce Park and pool.
- e. Kevin-Equestrian Liaison and Eagle Scouts. Playground.
- f. Open Member----- Dog event Liaison all groups, Future Dog park area

15. Meeting closed 9:15pm