

TOWN OF DOVER RECREATION COMMISSION

Meeting April 5, 2010 Town Hall

2010

Agenda Overview:

1. Meeting to be called to order 6:40 pm
2. New Business, Discussion Items, Budget, Program, Calendar, updates
3. Review Project list CAP
4. Meeting adjourned 8:30pm

Members Present: David Penney, Pam Marshall, Teri Patisnick, Kevin Kitowski, Frank Herrington,

Members Absent: Dawn O'Neil

Guests: Councilman Chris Galayda, Sally and Mary Greenlese, Amy Melhrose, Chad Henke

New Business:

1. Sally Greenlese has expressed interest to be considered on the RC. Town Board is seeking candidates for interviews.

Discussion Items:

1. Recreation Dept sent out Flyers for program reminders
2. Mowing bid was awarded by Town Board
3. Our Quick books software is loaded and currently being update with all income and expenses from January.
4. The Easter Egg hunt held on April 3rd was attended by an estimated 200 kids and was a huge success.
5. Day camp registration has 2 people registered for fully day and 6 people for ½ day.
6. Playground update by Chris, we have appx 50 volunteers to help with the build project. Miracle has indicated that a dedicated group of 15 can be used for the actual assemble. More need to help with the unpacking and distributions as well as digging and concrete work. We also have painting and landscaping work to be accomplished. Additional mulch will need to be purchased to meet the equipment safety guidelines. We will compile a list of all volunteers and business that have donated their time and money to make this community build possible.
7. Nature Trail. Pam has marked the trail and will need additional assistance with some wet areas that needs stabilization fabric and mulch. We still need to verify the trail limits in a few areas. All interested in volunteering should contact Pam Marshall.
8. Nick Mehlrose came to discuss progress on the Bench Project. Nick will contact Miracle to discuss pricing and details for the 10 benches. The Recreation Commission opted to go with a more vandal proof and sturdy bench than what Nick originally proposed. The Recreation Commission and the Town will help offset the bench costs to purchase the Miracle Benches which will match our existing playground benches and warranty with our current Miracle equipment.
9. We need to 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

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10. Daycamp Fee's for Counselors that have children at the camp. In the past years if you were an adult counselor with children that attended the camp your kids were allowed to go for free. This same topic came up for discussion and it was decided that the Recreation Commission advises that there will be a 25 percent discount offered for this situation.
11. DP advised that on the playground build day we will also be working with Baseball to help layout and cut in new infields. This will significantly help with the overcrowding and schedule conflicts during the season.
12. DP advised that once the fields are laid out we will then work with Teri to layout and install the 2 new volley ball courts for the upcoming new volley ball recreation and intertown league.
13. We need to consider how we are going to handle the river water that comes into the Pool. It was suggested that the water should be periodically pumped out to avoid standing, swampy water. This would appear to be the most cost efficient way to do this.
14. Budget and Program review recap:
 - a. Review this month's Financials...Software is loaded and the Recreation Department is loading all income and expenses in Quick Books.

15. Discussion of recommendations for upcoming services:

- a. 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.
- b. Jim is writing the Bid scope of work bid specifications for the Stone Church bids. Project has a July 31, 2010 completion.

16. 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. The parking lot needs to be plotted so we can evaluate the remaining space for possible skate park and or inline hockey area.
- 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

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- 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
- 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

- a. New baseball Fields...move up potential start date to 2010
- b. Move 2 soccer fields ...move up potential start date to 2010
- c. Lighting Purchase Baseball fields

18. 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

19. Meeting closed 9:00pm

Continuous Action Projects Monthly updates:

1. Boyce Park

- **Little League Light Grant**

11/2/09- Due to the state of the economy and the 2-3 year delay in Baseball getting the paperwork in, it does not look promising that this will be able to be obtained.

6/1/09- Dover Baseball (Jay Murphy reporting in), Jay updated that at one time it seemed possible for them to obtain some of the lights from Yankee stadium deconstruction, but it was not looking good. RC further clarified that outside Organizations such as Baseball and Soccer need to be sure they pay their organization fee of 1000 prior to the season starting. Baseball apparently will pay directly for appx \$1,000 worth of fertilizer/clay this year. RC wants to ensure all organizations follow the guidelines set forth in the Fee schedule stated in March this year. Baseball also commented that they have appx 246 registered kids this year and have appx 7,000 in open receivables.

5/4/09- DP/JM to get packages ready to solicit bids...Target dates June 15-30th

4/13/09- Pam to provide update at next meeting, LL needs to write bid spec's based off estimates...Jim and Dave to compile bid specs to advertise. Town and SWI volunteers will have the new concession stand ready and open for Baseball opening day.

- **Town Rules and signs**

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11/2/09- Possibility of signs to be made up to mark out areas under repairs, i.e. soccer fields, ground under repair areas to help keep people off during those times

6/1/09 – Teri has sign info from Hillman. RC will request email sign proof to ensure size and structure is ok and will hold up.

5/4/09- Teri working with Hillman signs...Sign proofs are green and tan...2 for park, 2 for pool and 1 for Skate Park

4/13/09- Teri to provide update...We and Teri need to determine the quantity and size of the signs and Font. We need at least 3 at Boyce Park 1 at entrance, 1 by the Pavilion and 1 by the skate park, Tennis court area. Teri will ask the sign people for a mock up or sample sizing. Teri had an issue with the State Troopers taking no action to illegal substance usage at Skate Park. Group discussed getting the Sherriff and Troopers into one our upcoming meeting to discuss

- **Baseball Fields**

2/22/2010 6pm town hall- Baseball and Soccer met to discuss field scheduling. We will move forward to move soccer from the right side of the park and re-layout 2 soccer fields on the left side of the park. Baseball will cut out the grass and start the installation of the 2 new infield's weather permitting late march/April wit the approval from the Town/RC. The Recreation commission will obtain approval from Town Board for Berger to layout and survey the area with the input from the RC and Baseball to ensure proper usage of space.

5/4/09- Teri requested if we can get water to the baseball field to be able to hose down infield to keep dust down

4/13/09- Town to update..Boyce Parks fields groomed and ready for play

- **Soccer Fields**

2/22/2010- Refer to baseball above

5/4/09- Smaller field was created inside the large main field.

4/13/09- Town to update...Teri working with Soccer to prepare new smaller fields crossways on the large field to help alleviate overuse.

- **Riding Rink-**

5/4/09- No Discussion

4/13/09- RC update on Fee's...Kevin is working on comparisons with Tymor Park...these needs to be discussed with the Global fee's...

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4/13/09- Town to update

- **Parking**

5/4/09- RC to call Utility companies for donation of telephone poles for parking lot barriers

4/13/09- Joe Berger to meet on 5/4/09 to Discuss and review...

4/13/09- Discussion regarding installing 2 gates or 1 large gate at the entrance by the basketball courts to limit or restrict access during the day and events to the back garage area. This was never meant to be used as a road for parking and access. It's for emergency and town use and the large vehicles i.e Horse Trailers that need access to the ring.

- **Master plan and Engineering**

7/6/2009

- **Buildings**

4/13/09- Update on Mowing Bids awarded to Tri County Mowing

- **Drainage Program**

6/1/09- Drainage work Design is currently underway, Berger is surveying.

Berger is going to prepare proposal for parking design

RC will ask Berger to prepare estimate to submit to Town for Pond dredging work

4/13/09- Joe Berger to meet of 5/4/09 to discuss and review

3/10/09- Drainage program approved by Town Board for Berger Engineering. Will be performed in the spring.

7/6/2009 Review Joe Berger Items...Drainage, Parking, Pond

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a. Berger is going to prepare proposal for parking design

b. RC will ask Berger to prepare estimate to submit to Town for Pond dredging work

- **Play Ground Area**

2/1/2010- Playground update from Chris...Chris should have the construction information from Jean next week. We have appx 42 volunteers that have expressed interest to date. Chris submitted requests for funding from Vinny and Mark for 20k and 9.5K in funding. Schedule wise we are anticipating demo towards the end of March and a build period of April 10-17th.

Discussion recommends that the layout and concrete crew do the foundation work prior to the mass build starting. There is some interest in tee shirts being donated, landscaping donation.

We will have to purchase some additional mulch

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11/2/09- New swings were obtained and installed along with new base material

6/1/09- TP is working on getting final pricing on the replacement swings and additional footing material for less than originally budgeted for.

4/13/09- Teri is working on Quotes for complete swing replacement and swing only replacements

- **Tennis Courts**

11/2/09- We currently have one tennis court. We will paint and install new net on the second tennis court in April 2010.

- **Skate Park**

11/2/09- Skate Park closed 2 months ago due to insurance exposure

6/1/09- RC to request Executive session meeting with the Town.

4/13/09- Discussion continues regarding problems with the way the Kids are treating the facility and the lack of respect given from the users towards other kids and adults. Now that the formal rules have been adopted and soon to be posted, it will give the Town a legal recourse of action to take. There is current discussions regarding giving the Constables the time to provide spot patrolling of the area. If the situation does not improve it could lead to the removal of equipment and banning Skate Boards from the park.

- **Dog Park**

2/1/10 Update from Saturdays Dog Park Meeting at Town Hall...There were appx 8 people in attendance, representation from Barking Buddies and 4H. Many items discussed, visitation to other parks for ideas, registration fee, bags, cleanup, fencing, fire hydrant, bench tables, and large dog small dog area. As a part of the master planning finding a suitable location. There will be a second meeting scheduled for open discussion. The RC advises that the groups that support this idea have to come together to start planning and organizing; the group needs a lead person(s) to head this up.

- **Ice Skating**

- Update from Chris on the Ice Skating at the Pool...Weather permitting the ice skating is a success. The RC approves the 247 dollars needed to provide the necessary insurance for the ice skating at the Pool. It is a possibility to look at a portable ice skating ring system for next year. Budget and feasibility review needs to be prepared. The pool area seems to be working out fine.

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Many people are using it. Thanks to Chris, Teri, and Frank for monitoring the ice conditions and thanks to the Fire Company for flooding and ice preparations.

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- **Eagle Scout Projects**

2/1/2010 Eagle Scout work Discussion...Nick Melrose needs to update the RC on the current status. He has not come back to the RC since November 09

- **Day Camp**

2/20/2010- Meeting at Town Hall to discuss the full day camp program with the public. This was the second meeting held.

2/1/2010- Day Camp... There will be a meeting to discuss the impact of a Full Day Camp Monday Feb 8th at 630 pm at 43 mill street. The idea of providing a full day camp has been up for discussion over the past few months. Although highly unlikely that a full day camp would be able to fund itself this year the work still needs to be invested now to plan for the future. The Group needs to get together to create a detailed proposed budget scenario. There was discussion about this year's camp utilizing Camp Berkshire for their Pool.

2. Pool Grounds

- **Pool**

2/1/2010 and 2/22/2010- Public review and detailed explanation on the financial, safety and the infrastructure deterioration which lead to the Town Closing the facilities.

11/2/09- Based on Current info on 2010 budget from the TB, the pool will be closed next year.

4/13/09- update on pool prep...pool will be cleaned and heavily rolled and coated this year. No issue with Board of Health.

- **Ten Mile River Boat launch**

- **Ball Fields**

3. Other Areas

- **Fishing Area RT 55**

- **Stone Church**

4/13/09- Town-Billy Lowe will help with the mowing

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- Pond

5/4/09- Need to ask Joe Berger to provide proposal to Dredge

- Nature Trail5/4/09- Exercise trail needs to be maintained...Pam has been working on finding and exploring the overgrown areas.

2/1/2010

Recommendations from the Recreation Commission to the Town Board

1. The RC unanimously supports the spending voucher of \$247 dollars needs for the insurance for the Ice Skating at the Pool.
2. The RC unanimously recommends to the Town Board that we proceed to sell the Skate Park Equipment. We also recommend that we remove and store off site ASAP.
3. The RC unanimously recommends to the Town Board that the second tennis court be installed in April. We are seeking pricing for painting and the net purchase. Money can be funded thru our Capital accounts
4. The RC unanimously recommends that we are able to proceed on the replacement of the Boards on the Wood Bleachers. There are safety concerns that warrant upgrade and replacement of Boards and safety rails. We will provide budget allowance and recommend that we fund thru our Capital accounts.
5. The RC unanimously recommends the purchase of a new door and hardware of a heavy duty nature to be installed on the Electrical Room that houses the lights for the ball fields. Money can be at the Towns discretion, Insurance or emergency funds or Capital account. The door has a huge hole in it and is unlockable from vandals.