



**City of Saratoga Springs**  
RECREATION COMMISSION  
15 Vanderbilt Avenue, Saratoga Springs, New York 12866  
518-587-3550 x2300 Fax 518-584-1748  
www.SaratogaRec.com

Derrick LeGall  
Recreation Commission Chair  
Alphonse Lambert  
Amy Smith  
Robert Manasier  
Cheryl Smith  
John Dowd  
Michelle Merola

**Saratoga Springs Recreation Commission Meeting**  
**Tuesday, May 25, 2021**  
**6:30pm**  
**Recreation Center**

Please submit questions via email to [Recreservations@saratoga-springs.org](mailto:Recreservations@saratoga-springs.org).  
**Agenda**

**Attendance**

**Public Comment**

**1. Discussion And Vote: Minutes**

Documents:

1. [2021-04-27 RECREATION COMMISSION VIRTUAL MEETING MINUTES - MOVED TO ZOOM.PDF](#)

**2. Discussion And Vote: Approval To Offer The Free Summer Meals Program By CAPTAINS Community Human Services To All Campers At Camp Saradac**

This program is offered by CAPTAINS and the federal eligibility waiver was extended into [September 2021](#). This means, all sites can be considered open and every child under the age 18 can receive a meal this summer.

Attached you will find the Summer Meals Supervisor guide. This will give you a better understanding on how the program operates. Some of the guidelines that are listed do not apply this summer due to the waivers that were passed for COVID. Children are allowed to take meals off site and parent/guardian pick up of the meals is allowed.

Documents:

1. [SFSP-SUPERVISOR GUIDE 2017 RELEASE.PDF](#)

**3. Discussion: Return To Rec & Facilities**

Documents:

1. [RETURN TO REC OPERATIONAL PLAN UPDATED 050421.PDF](#)

**4. Discussion: Camp Saradac**

**5. Discussion: Field Usage Priority**

**6. Discussion And Vote: Approval For Rec Center To Have A "Free Little Library" Installed On The Property.**

SEEN, an organization works on Diversity Equity and Inclusion in Saratoga Springs, is creating Free Little Libraries around town and would like to put one at the Rec Center. SEEN would install the library, fill it with free books and come monthly to keep it stocked and looking presentable.

Here is an example of one they would like to create:

[HTTPS://LITTLEFREELIBRARY.MYSHOPIFY.COM/](https://littlefreelibrary.myshopify.com/)



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### **8. Discussion And Vote: Recreation Center Cleaning Budget And Operation.**

### **9. Discussion And Vote: Approval To Contract With Traveling Pickleball Pros To Offer 1 Day Workshops.**

The agreement pays the vendor 60% of the revenue.

Documents:

1. [TRAVELING PICKLEBALL PROS AND CITY CO SPONSOR PICKLEBALL AGREEMENT TEMPLATE MLR EDITS UPDATED 022621.PDF](#)

### **10. Discussion And Vote: Approval To Sign An Agreement For Zero Gravity To Run An Outdoor Basketball Tournament At East Side Rec.**

Zero Gravity would prefer [July 17-18](#) if possible or [July 10-11](#) or [July 24-25](#)

### **11. Discussion And Vote: 2022 Capital Budget Request**

Documents:

1. [2022 CAPITAL COMMITTEE SCHEDULE.PDF](#)
2. [CAPITAL BUDGET REQUEST.PDF](#)

### **12. Discussion: General Budget**

Documents:

1. [APRIL 2021 EXPENSE SUMMARY.PDF](#)
2. [APRIL 2021 REVENUE.PDF](#)
3. [APRIL 2018-2021 EXPENSE SUMMARY.PDF](#)
4. [APRIL 2018-2021 REVENUE.PDF](#)

### **13. Discussion: Directors Report**

### **14. Discussion: Program Report**

Documents:

1. [CAMP SARADAC PROGRAM STATS.PDF](#)
2. [SUMMER 2021 PROGRAM STATS.PDF](#)
3. [SPRING 2021 PROGRAM STATISTICS.PDF](#)

### **Adjournment**

Next Meeting – Tuesday, June 29, 2021, 6:30pm at the Saratoga Springs Recreation Center, 15 Vanderbilt Avenue, Saratoga Springs, NY 12866.

*Meetings are at 6:30pm on the Last Tuesday of each month at the Saratoga Springs Recreation Center.*



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### Saratoga Springs Recreation Commission Meeting

Tuesday, May 25, 2021

6:30pm

Recreation Center

Please submit questions via email to [Recreservations@saratoga-springs.org](mailto:Recreservations@saratoga-springs.org).

### Minutes

The Recreation Commission meeting was called to order at 6:35pm.

**Attendance** - Robert Manasier, Michelle Merola, Alphonse Lambert & Cheryl Smith.  
John Hirliman

**Public Comment**- Public comments will be accepted via email [Recreservations@saratoga-springs.org](mailto:Recreservations@saratoga-springs.org) for the meetings while social distancing is required. No public comments were received.

**1. Discussion And Vote: Minutes - The motion to accept the minutes was made by Robert Manasier and seconded by Michelle Merola. (All Ayes).**

Documents: [2021-04-27 RECREATION COMMISSION VIRTUAL MEETING MINUTES - MOVED TO ZOOM.PDF](#)

**2. Discussion And Vote: Approval To Offer The Free Summer Meals Program By CAPTAINS Community Human Services To All Campers At Camp Saradac** - John Hirliman informed the Recreation Commission of the program. **The motion to approve the Free Summer Meals Program was made by Robert Manasier and seconded by Michelle Merola. (All Ayes).**

This program is offered by CAPTAINS and the federal eligibility waiver was extended into [September 2021](#). This means, all sites can be considered open and every child under the age 18 can receive a meal this summer.

The Summer Meals Supervisor guide was reviewed by the Recreation Commission. This gave the Recreation Commission a better understanding on how the program operates. Some of the guidelines that were listed do not apply this summer due to the waivers that were passed for COVID. Children are allowed to take meals off site and parent/guardian pick up of the meals was allowed.

Documents: [SFSP-SUPERVISOR GUIDE 2017\\_RELEASE.PDF](#)

**3. Discussion: Return To Rec & Facilities** - The Return to Rec. & Facilities verbiage had changed multiple times. Michelle Merola asked if masks were not required. John Hirliman said the recommendations had changed but sports and recreation had stayed the same.

Documents: [RETURN TO REC OPERATIONAL PLAN UPDATED 050421.PDF](#)

**4. Discussion: Camp Saradac** - Updated stats were reported to the Recreation Commission: 96 kids, 17 staff and have a waitlist.

**5. Discussion: Field Usage Priority – The Field Use Priority was pulled and tabled.**



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### **6. Discussion And Vote: Approval For Rec Center To Have A "Free Little Library" Installed On The Property. The motion to approve by Michelle Merola and seconded by Robert Manasier. (All Ayes).**

Discussion: Looks great

SEEN, an organization works on Diversity Equity and Inclusion in Saratoga Springs, is creating Free Little Libraries around town and would like to put one at the Rec Center. SEEN would install the library, fill it with free books and come monthly to keep it stocked and looking presentable.

Here is an example of one they would like to create:

[HTTPS://LITTLEFREELIBRARY.MYSHOPIFY.COM/](https://LITTLEFREELIBRARY.MYSHOPIFY.COM/)

### 7. Crossed out.

### **8. Discussion And Vote: Recreation Center Cleaning Budget And Operation.**

Discussion: The Finance Department was inquiring if the Recreation Department would use funds for cleaning and managing the Recreation Center. Cheryl Smith thought that it might be tough to deal with. Robert Manasier said having the Recreation Center cleaned during nights/weekends was needed. Michelle Merola thinks the funds should not be given to the Recreation Department at this time, it was best to give it to the DPW and have the Departments work together. Cheryl Smith said the funds would be difficult to allocate.

### **9. Discussion And Vote: Approval To Contract With Traveling Pickleball Pros To Offer 1 Day Workshops. The motion to approve the Pickleball Workshops was made by Robert Manasier and seconded by Michelle Merola. (All Ayes)**

Discussion: The agreement pays the vendor 60% of the revenue.

Documents: [TRAVELING PICKLEBALL PROS AND CITY CO SPONSOR PICKLEBALL AGREEMENT TEMPLATE MLR EDITS UPDATED 022621.PDF](#)

### **10. Discussion And Vote: Approval To Sign An Agreement For Zero Gravity To Run An Outdoor Basketball Tournament At East Side Rec. - The motion to approve the running a Zero Gravity Outdoor Tournament was made by Robert Manasier and seconded by Michelle Merola. (All Ayes)**

Discussion: Zero Gravity would prefer July 17-18 if possible or July 10-11 or July 24-25. Michelle Merola asked was there a specific age group? Robert Manasier recommend not during Track opening. July 10-11 was the weekend before the track opens. With enough notice, was it interesting to others. Let the School and the City know.

### **11. Discussion And Vote: 2022 Capital Budget Request – Robert Manasier asked was there priority?**

Cheryl Smith reported Open Space was not ready.

Documents: [2022 CAPITAL COMMITTEE SCHEDULE.PDF](#), & [CAPITAL BUDGET REQUEST.PDF](#)

### **12. Discussion: General Budget – The Recreation Commission reviewed the General Budget reports.**

John Hirliman stated finances are good. The Department used revenue to cover weekend staff.

Documents: [APRIL 2021 EXPENSE SUMMARY.PDF](#), [APRIL 2021 REVENUE.PDF](#), [APRIL 2018-2021 EXPENSE SUMMARY.PDF](#) & [APRIL 2018-2021 REVENUE.PDF](#).



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**13. Discussion: Directors Report** - John Hirliman gave his report to the Recreation Commission. He reported while the Office Manager is out, the staff is working on scholarships and hiring.

**14. Discussion: Program Report** – John Hirliman showed the Program reports to the Recreation Commission.

Documents: [CAMP SARADAC PROGRAM STATS.PDF](#), [SUMMER 2021 PROGRAM STATS.PDF](#), & [SPRING 2021 PROGRAM STATISTICS.PDF](#)

**Adjournment** – The motion to adjourn was made by Robert Manasier and seconded by Michelle Merola at 7:17pm. (All Ayes). The Next Meeting will be Tuesday, June 29, 2021, 6:30pm at the Saratoga Springs Recreation Center, 15 Vanderbilt Avenue, Saratoga Springs, NY 12866.

Respectfully submitted,

John Hirliman