



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
John Dowd
Michelle Merola
Adrianna Britt-Gaeta

Saratoga Springs Recreation Commission Meeting Tuesday, June 28, 2022 6:30pm Scott T. Johnson Recreation Center Agenda

Attendance

Public Comment

1. **Discussion and Vote: Minutes**
2. **Discussion and Vote: Recreation Department Part Time Personnel**
3. **Discussion and Vote: Recreation Department Purchases**
4. **Discussion and Vote: Accept Hawley Foundation for Children of Saratoga County - \$23,000.00**
5. **Discussion and Vote: Accept The Saratoga Springs Friends of Recreation Fund of the Community Foundation for the Greater Capital Region - \$5,000.00**
6. **Discussion and Vote: Capital Projects**
7. **Discussion and Vote: Agreements**
8. **Discussion and Vote: Field request**
9. **Discussion and Vote: Program Director Position**
10. **Discussion: Tournaments**
11. **Discussion: Skate Park**
12. **Discussion: Camp Saradac**
13. **Discussion: General Budget**
14. **Discussion: Program Report**

Adjournment - Next Meeting – Tuesday, July 26, 2022 - 6:30pm at the Scott T. Johnson Recreation Center, 15 Vanderbilt Avenue, Saratoga Springs, NY 12866. If you cannot attend, please submit questions via email to Reservations@saratoga-springs.org.



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Tuesday, June 28, 2022

6:30pm

Minutes

**Attendance – Amy Smith, John Dowd, & Michelle Merola Zoom: Adrianna Britt-Gaeta
John Hirliman, LisaMorahan**

Congratulations to Adrianna with the new baby.

The Recreation Commission Meeting was called to order at 6:40pm by Amy Smith.

Public Comment

10. Discussion: Tournaments – Saratoga Sparks cancelled tournament and practice time.

The Recreation Commission discussed how to handle the Saratoga Sparks request. The organization cancelled after the 14 day deadline. There was another organization the Director had told could not have the weekend due to this organization. John Dowd recommended not waiving the fee. He explained that groups would sign up and then would turn away business; it would set a bad precedent. Amy Smith asked if the Department could not fill that weekend with a tournament. Part Time Staff did lose hours.

11. Discussion: Skate Park – The Skate Jam was held on June 25, 2022. The Bathrooms were vandalized. There was Red dye in the men's room. The Police Responded. DPW filed a report. The Public Forum was held on June 20, 2022. The Public Forum did not get as many skaters as wanted. There was an issue with the Music. There was an issue with the graffiti. There were unauthorized after hours activities. There were people at the East Side Rec. who were speaking to the Program Coordinator and the camp staff during setup of camp. There was an email to the Mayor's office regarding graffiti. Some skaters don't want to skate because of people. The security camera was moved towards the Skate Park. Amy Smith was concerned putting money forward. The Director explained that our Skate Park had become the worst. The Assistant Director stated some people don't see anything wrong with graffiti and it was art to them. John Dowd stated what was done was not art and not appropriate. There was an idea to do a mural to keep the graffiti out. John Dowd said that they don't care. They're Disrespectful. The Mayor was going to talk to Public Safety. There was an idea to push out the element and put in murals and move forward. The forum did not get the people who they needed. The Assistant Director was recommending moving, this is an unsupervised park, from the first line in the rules sign. There was concern regarding graffiti in the park.

- 1. Discussion and Vote: Minutes – The motion to approve the Saratoga Springs Recreation Commission May 31, 2022 meeting minutes was made by Michelle Merola and seconded by John Dowd. (Ayes-All)**
- 2. Discussion and Vote: Recreation Department Part Time Personnel – The motion to approve the list of the Recreation Department part time/seasonal personnel submitted to Civil Service was made by Michelle Merola and seconded by Amy Smith. (Ayes-All)**
- 3. Discussion and Vote: Recreation Department Purchases – Discussion:** The Recreation Department will be purchasing the Concrete Skate Park \$405,100.08. Tabled from last month. John Dowd wanted a consistent presence at the East Side Rec. Skate Park. John Dowd recommended having two people, training and having the right people to go East Side Rec. The Assistant Director recommended having a camera system. John Dowd recommended a staff to go to East Side Rec., observe the Skate Park, see what was going on, and watch for a period of time. The person could be stationed at East Side Rec. for 2 weeks to observe and report what is going on at the Skate Park, the individuals observed, how many, and how many times observed. Michelle Merola recommended having security at the Field House. Michelle Merola knew someone who may be able to help. This could help to add a line item. The Siblings of players were not being supervised and were coming over into the skate park and jumping on ramps while the skaters were skateboarding. **Motion Tabled.**



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4. **Discussion and Vote: Accept the Hawley Foundation for Children of Saratoga County - \$23,000.00 – The Motion to accept the \$23,000.00 donation from the Hawley Foundation for Children of Saratoga County was made by John Dowd and seconded by Amy Smith.** Discussion: The Recreation Department was requesting for the Recreation Commission to accept the \$23,000.00 donation from the Hawley Foundation for Children of Saratoga County for Camp Scholarships. **(Ayes-All)**

5. **Discussion and Vote: Accept The Saratoga Springs Friends of Recreation Fund of the Community Foundation for the Greater Capital Region - \$5,000.00 – The Motion to accept the \$5,000.00 donation from The Saratoga Springs Friends of Recreation Fund of the Community Foundation for the Greater Capital Region was made by John Dowd and seconded by Amy Smith.** Discussion: The Recreation Department was requesting for the Recreation Commission to accept the \$5,000.00 donation from The Saratoga Springs Friends of Recreation Fund of the Community Foundation for the Greater Capital Region for program supplies and East Side Rec. furnishings. The some of the items included tables, chairs, printer, and projector. There would be a plaque posted. **(Ayes-All)**

6. **Discussion and Vote: Capital Projects – The motion to approve the Capital Projects in the 2023 Capital Budget as amended and the 6 year Plan was made by Michelle Merola and seconded by John Dowd.** Discussion: The Recreation Commission discussed the 2023-2028 Capital projects. The 2023 Capital Budget items were in yellow. The Director would be presenting on July 11, 2022 the Recreation Department's 6 year Plan and 2023 Capital Budget. The Ice Rink Security System would be included in 2023. It had been discussed for two years. Risk and Safety received the quote for the project. The Veterans Memorial Park Playground would be in 2023. The Department did not have enough funding in 2022. The Veterans Memorial Park Playground had been worked on it for years and was in need. John Dowd asked about the Veterans Memorial Park Project. DPW would begin in the Spring, so Summer and Fall activities could be scheduled. The Downtown playground was discussed. The location for the downtown playground was in the grass area by the police station and parking garage. This item would be moved into 2024. Amy Smith was in a meeting with DPW. DPW wants the public in walking distance to a park and upgrade the playgrounds. The Director said DPW had been very responsive. They wanted to be involved. John Dowd appreciated that DPW wanted to be involved. John Dowd said it had been good this year with the fields. The fields had been lined this year. He was encouraged by DPW. DPW handled the Passive Parks, Recreation Department scheduled the active parks and DPW maintained. John Dowd was concerned where do best to invest the money. The City had a finite amount of funds. John Hirleman explained everything would get moved down in the round. Veterans Memorial Park Playground and the Ice Rink Security System were a priority. The Bike Park was discussed. There was concern about the location and similar issues happening like Skate Park. The Recreation Commission discussed the Veterans Memorial Park bullpen lighting, back stop/netting, and field improvements. The Recreation Commission discussed Court resurfacing, Williard J. Grande Memorial Fields renovation improvements & Playground expansion, Grand Ave Playground Expansion, Waterfront Park Playground Expansion, security system, ice rink sound system, landscaping, 3rd Ice Sheet potential, parking lot, storage, Recreation Center HVAC, Roof, and sound barriers. The Rec. Center Playground was discussed. The Recreation Commission prioritized the 2023 recommended Capital Projects. The Recreation Commission discussed items that were being removed from the 6yr plan.

John Dowd asked was there enough money to do all the projects. There was not. The items had to be prioritized. The Recreation Commission was concerned adding projects as DPW was already short staffed from the current locations. Amy Smith was concerned that the projects could not get maintained. John Dowd mentioned that there had been no time to add mowing around any temporary fencing at the fields. Their time was taken up to that granular level. DPW did not have the extra manpower. The Recreation Commission was concerned about the extra areas DPW would have to take care of. John Dowd recommended that the DPW maintain what properties the City had. John Dowd said the Veterans Memorial Park backstops were awful. The other option would be netting at the Veterans Memorial Park. The Trucks parking on Adams Road had decreased. The Ball Plant moved to entrance to Cady Hill.

There was talk about putting the Bike Park near the Ice Rink where potential third ice rink/parking. The additional traffic was a concern. John Dowd said the Department had a space problem for programs. The Assistant Director said there was a population who was looking for the Bike Park including participants who don't participate in other sports. The Director explained that part of the \$400,000.00 would include any fundraising donations. For example, the Department could only spend \$200,000 until the other \$200,000 was raised if donated funds were \$200,000. Amy Smith



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asked if the budget would include the total \$400,000.00. The funds would need to be listed at the full amount of expenses and be used for the purpose listed on the bond. The Director explained listing the purpose specifically as a Bike Park or as a Parks/Facilities project including a Bike Park. Additional maintenance would go to DPW in the operating budget. John Dowd was concerned about the traffic at Ice Rinks. The Director had envisioned back up soccer fields. The Security System at the Ice Rink needs to be done. The Veterans Memorial Park property & Playground should be the priority. The City property needed to be completed. John Dowd recommended the Bike Park and other Playgrounds be vetted. John Dowd recommended if the organization got the money, the City would match. **(Ayes-All)**

7. **Discussion and Vote: Agreements – The motion to approve the Pavilion, Recreation Center single event, Verizon Wireless agreements were made by Amy Smith and seconded by John Dowd.** Discussion: The Recreation Department requested approval of the Pavilion and Single event Recreation Center agreements. The Department was hoping to have the agreements online. No insurance. Amy Smith asked if each page should be initialed. The Department would be giving the templates to Risk and Safety. The Recreation Department requested the approval of the agreement for the Camp phone from Verizon Wireless. The Department was currently utilizing the Mayor’s Department plan at a cheaper rate. **(Ayes – All)**

8. **Discussion and Vote: Field request – The motion not to give the field discount was made by John Dowd and seconded by Michelle Merola.** Discussion: The Saratoga-Wilton Warriors was requesting a discounted rate. They were a new Association of the New England Youth Football League and their teams would be for kids in grades 3 - 6. This was a tackle league with many associations in neighboring towns, such as Stillwater, but this season would be the first season with the Department. The organization requested to practice at Willard J. Grande Memorial Recreation Field (North Side) M-F from 5:00 pm – 7:00 pm from August 1st through the end of October and to have games on Sundays at East Side Rec. from 10:30 – 3:00. Previously for the Willard J. Grande Memorial fields the Recreation Department charged previous organization the full rate for football practices and games. The Department charged the previous City organization the \$22 per hour for the North side and there is no lining of the fields. If the Warriors were charged like Pop Warner, the Football field game \$22/\$27 per hour (city/non-city) and Willard J. Grande Memorial fields (North Side) had no lights so instead of \$17 make it \$12 per hour. The Football due to the beating the field takes had been separate from Baseball as far as the practice part. Pop Warner was part of the original lights and would add portable lights to East Side Rec. The Pop Warner organization utilizes multiple practice fields due to the layout of East Side Rec. to one at Willard J. Grande Memorial fields. John Hirliman said the discounted rates were more of challenge. Michelle Merola wanted it to be consistent. John Dowd recommended not giving a discount. **(Ayes-All)**

9. **Discussion and Vote: Program Director Position – The motion to appoint Jill Ramos to the Program Director position at Grade 13 Step 1 effective July 2, 2022 was made by John Dowd and seconded by Amy Smith.** Discussion: The Recreation Commission was appointing Jill Ramos to the Program Director position Grade 13 Step 1 (\$56,501.00) effective July 2, 2022. The Administrative Director-Recreation, John Hirliman, was still waiting on HR with the date. **(Ayes-All)**

Program Coordinator to Program Director Base Salary

2022-2024

Promotional			2022		2023		2024
Program Director*	Grade 13	Step 1	\$ 56,501.00	2	\$ 58,920.00	3	\$ 61,454.00
Program Coordinator*	Grade 10	Step 5	\$ 50,630.00	6	\$ 52,709.00	7	\$ 54,881.00
SubTotal			\$ 5,871.00		\$ 6,211.00		\$ 6,573.00
Social Security			\$ 449.13		\$ 475.14		\$ 502.83
Difference			\$ 6,320.13		\$ 6,686.14		\$ 7,075.83



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10. **Discussion: Tournaments** – This item was discussed at the beginning of the meeting.
11. **Discussion: Skate Park** – This item was discussed at the beginning of the meeting.
12. **Discussion: Camp Saradac** – Camp Saradac was running at the East Side Rec. and the Recreation Center June 27-August 19, 2022. The Camp Safety day ran 6/28/2022 and camp would be going on field trips. East Side Rec. had been running well. Michelle Merola said campers enjoyed the trip to the Ice Rink.
13. **Discussion: General Budget** – The Recreation Commission discussed the MUNIS May 2022 & May 2022-2019 revenue and expense summary reports. The Department was running Softball this summer. Camp Saradac was saving payroll. The Department would be using clinic revenue to cover additional sports camps, Softball and Summer Basketball League expenses.
14. **Discussion: Program Report** – The Recreation Commission discussed the Spring 2022, Summer 2022, Camp Saradac – Recreation Center and Camp Saradac – East Side Rec. program stats reports. The Department added the summer basketball league. Pickleball Workshops went well. The Pickleball Leagues sold out at 7:04am the first day of registration.

Adjournment The motion to adjourn at 8:59 p.m. was made by John Dowd and second by Michelle Merola. The next meeting would be Tuesday, July 26, 2022 at 6:30pm at the Scott T. Johnson Recreation Center, 15 Vanderbilt Avenue, Saratoga Springs, NY 12866.