



# Gates Recreation and Parks Commission Meeting April 11, 2017



Those in attendance:

Commissioners:	Rhoda Ride	Steve Murphy
	Brom Bianchi	John Unson
	Rob Keister	Greg Westbrook
Director:	Linda Fowler	
Liaison:	Lee Cordero (sitting in for Chris DiPonzio)	
Absent:	Eileen Andrews and Chris DiPonzio	

The meeting was called to order promptly at 6:33 PM by Rhoda Ride.

The minutes from the February meeting were reviewed (the March meeting was cancelled due to inclement weather.) A motion was made by Greg Westbrook and seconded by Steve Murphy that the minutes of the February meeting be accepted. The vote was unanimous to accept the minutes.

### **Financial Report:**

The financial reports were reviewed. Rob Keister raised a question about the percentage ratings for salaries exceeding 100% in the December report. Linda Fowler explained that when the staff receives their longevity pay, it raises the percentages to reflect that increase, which then puts them over the 100% rating. After the above discussion, a motion was made by Steve Murphy and seconded by Rob Keister to accept the financial reports. The vote was unanimous to accept these reports.

### **\*\*\*Items discussed out of order\*\*\***

John Unson needs to leave this meeting early, so the following items were addressed prior to his leaving:

- John has arranged for his baseball team members to volunteer at the Easter Egg Hunt on April 15. They will work in two shifts to do face painting and cover any other needs that might arise.
- John reviewed the listing for the Summer Playground staff and made recommendations of the applicants he was familiar with.
- John shared that the baseball team would be holding a car wash fundraiser on April 22, and would be unable to have the team volunteer for the Earth Day activity planned.

### **Correspondence:**

Linda Fowler shared a thank you note from the Wednesday evening "Knitting & Crocheting" group for their recent scarf donation.

### **Park Reports:**

There were no park reports at this time.

### **Evaluation of Past Programs:**

Rhoda Ride shared concerns that have come up related to the sign-up process. A brief discussion followed on these concerns.

Rob Keister asked how the cycling program was done indoors? Linda Fowler shared that it was a successful program and the company that hosted it supplied all the equipment, set it up/tore it down and also did the instruction. She said it was a very vigorous program and hopefully will be able to be repeated in either the fall or winter class schedule.

Rhoda Ride asked why the pizza party was cancelled? Linda Fowler explained that even though there were fifty people who were interested in attending, the local pizza restaurants didn't support it. Only two pizza restaurants offered to participate. All the registration moneys collected were returned to the registrants. Discussion followed on how this program might be made more appealing for the pizza restaurants to participate in. Linda Fowler said they will consider to do this program again, but only if the response from the restaurants contacted is more positive.

### **Programs in Progress:**

No input was given.

### **Future Programs:**

Linda Fowler shared the following information about the upcoming Easter Egg Hunt scheduled for April 15 at Total Sports Experience:

- The Egg Hunt will start at 10AM. Volunteers are asked to be there at 9:30AM. The following Commissioners volunteered to help: Rhoda Ride, Eileen Andrews, Brom Bianchi and Rob Keister.
- Entertainment will be Professor Klutzo - who does magic and other children's entertainment
- Lollypop Farm will have a representative that will be bringing a therapy dog and a bunny for display.
- The GC Baseball team will attend and do face painting (John Unson's team.)
- Lee Cordero will be substituting for Town Supervisor Mark Assini as the announcer to introduce guests at the Egg Hunt.
- Careful attention will be given to the audio for this event as it didn't work well last year. Maybe have a back-up plan?
- The curtain will be raised between the two fields.
- The Easter Bunny will be there and handing out chocolate.
- The prizes are Snoopy kites and cars.

Linda reported the April Recess Camp is almost full and will be run from 7:30AM-5:30PM. Several trips are planned for the days this camp is run, including one to the Niagara Falls aquarium.

Linda shared information about a free program being offered by Caroline Kilmer called "Rain Gardens: A How-to for Homeowners." This class will be offered on April 26 from 7PM-8PM at the Recreation Center Room A. Registration is required.

### **Old Business:**

Linda Fowler shared the following information about the 60th Anniversary celebration. These items are confirmed:

- A band has been hired to perform
- Pony rides have been arranged
- Youngs Fireworks will do a display for a cost of \$2500
- A 30' X 40' tent has been rented to be put up
- A cotton candy machine has been arranged for
- A super bounce house has been arranged for
- Rhoda Ride made arrangements with the Gates Fire Department to have an old fire truck on display
- A Corvette club as indicated they will bring some vintage cars to be on display

#### **Items yet to be completed:**

- The Friends are working on creating a commemorative tote bag signifying the 60th Anniversary to have available for sale
- The radio station Legends has been contacted, but Linda has not heard back from them yet
- Cindy Briggs is working on getting food trucks to come and supply food for this event
- A company that does Hula Hoops has been contacted but Linda has not heard back from them yet
- The Gates Lions Club has been contacted for support, but Linda has not heard back from them yet
- Steve Murphy asked about stage rental, but Linda indicated that the band shell might be built by then, so a stage rental might not be necessary
- Rhoda Ride mentioned that an excellent trivia presentation was done at the school recently, and possibly contact could be made to Frank Muscato who coordinated that presentation, to see if it could be shared.
- Steve Murphy asked about a display of period toys and Linda said she was still working on arranging that

The next item to be discussed was the Summer Celebration. Linda Fowler shared that she has tried to make contact with the Ellis family pertaining to having a pole vault demonstration, but is waiting to hear back from them. Also, she mentions that vendor applications have been very slow in responding back this year. Hopefully this will pick up over the next few weeks. Rhoda Ride mentioned that Town Supervisor Mark Assini has approved a portion of the evening program at the Summer Celebration will be designated for the GCSD to share their anniversary celebration. Superintendent Kim Ward will be participating in this event.

Rhoda Ride suggested that the discussion of the Master Plan be delayed until the end of this meeting. All agreed this was a good idea.

Steve Murphy asked for an update on the GAP program. Linda Fowler shared the program is full and there is a waiting list of applicants. There will be two sites in the school district where this program is housed.

### **New Business:**

Discussion took place on the staffing list distributed to the Commission. Linda Fowler reported that Emily Leone has been hired to cover security on Wednesday and Sunday nights. Also, Dick Clark has returned to the position of van driver/delivery person. He will be working on Tuesdays and Thursdays. Rhoda Ride asked about the job title change of Joe Battaglia to programming coordinator from vehicle driver? Linda Fowler explained that Joe's position has many varied responsibilities, and that this title change was made to encompass these responsibilities, but there would be no salary change/increase given.

The Summer Staff/Volunteers listing was next to be discussed. Rob Keister asked for an explanation of what the responsibilities of the "supervisors" were. Linda Fowler explained that this position over sees all the activities going on, makes sure there is adequate coverage in all areas, deals with disciplinary concerns, makes sure supplies are available and takes care of any problems that arise. Brom Bianchi asked how camp assignments are made, and Linda explained that a conscious effort is made to mix experienced staff and new staff members together, and that siblings are usually split up to work at different sites, unless there is a need to keep them at the same site (transportation concerns.) This year, the camps will be at: Lions Park, Memorial Park, Westgate Park, Walt Disney School and the German Federation grounds. The question was raised concerning background checks made on these applicants and Linda shared that this is done annually. A motion was made by Rhoda Ride and seconded by Steve Murphy to approve the hiring of the applicants on this list. The motion was unanimously approved.

Linda Fowler shared that the Day of Caring is scheduled for Thursday, May 11. Volunteers from many local companies (approximately 20-30 people) will be volunteering in our parks doing a variety of clean-up and planting on that day.

Rhoda Ride shared that the Earth Day celebration will be coordinated by the Gates Police on Saturday, April 22. Rhoda, Steve Murphy, Rob Keister and Greg Westbrook will be participating in this event. The police will supply the gloves and safety vests that will be used, and also arrange for the areas that will be cleaned up and supply the police cars for security coverage. Everyone is welcome to participate.

The Master Plan was discussed next. Please see attached sheet for the noted changes made to this document.

The Policy Manual was discussed next. Rhoda Ride asked that the Commissioners continue reviewing this document at their leisure and cover the suggested break down of articles for discussion at a later date.

**Good of the Order:**

**Greg Westbrook:** Shared the recent euchre tournament was very successful and the profits from this event were donated to the Story of Hope hospice unit slated to be built on the corner of Marshall Rd/Paul Rd.

**Brom Bianchi:** Mentioned he saw that Paul Cardinale (a long time volunteer in our community) recently passed away. Mr. Cardinale was 102 years old when he passed.

**Valerie Young:** Nothing at this time.

**Linda Fowler:** Shared that she was very proud of her staff who acted so professionally during the recent community weather emergency which had the town offices become an emergency shelter. Due to the extent of the damage of this storm, this shelter was open for many days/nights and housed up to 27 people, including pets! The community was extremely supportive of the shelter and a great deal of food was donated by local businesses. In addition to the people who stayed in the shelter, food was also shared with the many RG&E workers who came to our area to help restore power.

**Lee Cordero:** Shared several stories of how helpful people and businesses in our community were during the recent weather emergency. He also mentioned that he is sponsoring a golf tournament on July 24 at Brooklea Country Club. Proceeds from this event will be donated to breast cancer research.

**Rob Keister:** Asked if more focus could be made of offering programming for seniors in our community. A brief discussion followed that included some options that could be considered. This will be discussed again at a later date.

**Rhoda Ride:** Asked how the movie nights are going and how many people attend them? Linda shared that 10-15 people usually attend. Rhoda also asked if the department will be participating in the New Year's eve program at the GCSD as they did this past year? Linda indicated that this probably would not be happening.

A motion was made by Rob Keister and seconded by Brom Bianchi the meeting be adjourned. The meeting was adjourned at 8:36PM. The next meeting is scheduled for Tuesday, May 9 at 6:30 PM.

Respectfully Submitted

Valerie Young  
Recording Secretary

## Proposed Changes to the Master Plan Document 2017-2019

- Page 2 - Re-align the #'s 10 to line up appropriately with the rest of the numbers
- Page 3 - Change the following names to reflect legal titles:  
Christopher DiPonzio  
Lee A. Cordero  
Steven Tucciarello  
Robert Keister, Jr.
- Add this name and job title”  
Joesph Battaglia - Program Coordinator
- Page 7 - First paragraph, third line down: delete “several years”/replace with “two years.”
- Under title of: Threat - delete “Not keeping up with technology”
- Under title of Opportunities: delete “Addition of Outreach programs” and replace with:  
Cooperative partnerships (specific examples can be given)
- Page 8 - First paragraph, third line down: delete “5-year.”
- Page 10 - Find out if there are more current statistics other than the 2010 that could be used.
- Page 11 - Under Current program needs include: delete first bulleted item.
- Page 12 - Update graph to reflect the following acreage changes:  
Town Park - 1.0 Parking/utilities  
Town Park - .1 Building  
Wegman Rd. - 1.4 - Acres developed  
Wegman Rd. - .1 - Building
- Page 25 - Under Objectives: in first bulleted item, delete “5-year”
- Page 26 - Under Gates Town Park - will be needed to be updated when new title of First Responders Park is made
- Page 21/27 This is the next page after 26 but is listed as “21” and needs to be changed to “27.”
- Appendix A: Under “Other Service Providers within the Town of Gates” - add GCSD Summer Celebration.
- Appendix B: The “Facility Inventory” is not in this report and needs to be updated and added in.