



# Gates Recreation and Parks Commission Meeting February 11, 2025



## Those in Attendance:

Commissioners: Jim Battaglia Christine Maurice Steve Murphy (acting chairperson)  
John Unson (via Zoom)  
Director: Dan Hoock  
Town Board Liaison: Chris DiPonzio  
Not in attendance: Brom Bianchi (family emergency)

The meeting was called to order by Steve Murphy at 6:09 PM.

The minutes from the January 14 meeting were reviewed. A motion was made by Jim Battaglia to accept the minutes without changes. The motion was seconded by Chris Maurice. The vote was unanimous to accept the minutes.

## Unfinished Business:

A discussion pertaining to updating the documents that describe the workings of the Commission took place.

The document to be reviewed and discussed was the ***"Town of Gates, Recreation & Parks Commission, Procedures and Regulations."*** Highlights from that discussion include the following:

- \* The agreed changes made to this document from the January 14 meeting were made, and an updated document had been sent to all the Commissioners. The sections that were not addressed at that meeting were on the table for open discussion now.
- \* Discussion took place on the sections: ***"Commission Authority"*** and ***"Finances"*** and it was decided to keep these sections as written with the following wording change. In the ***"Finances"*** section, the fourth sentence will read, "The commission will ***review*** applicant for part time and seasonal personnel employed by the Recreation and Parks Commission, and certify this schedule to the Gates Town Board."
- \* Under ***"Personnel,"*** the agreed wording will be: "The commission shall ***review and suggest*** such positions as deemed necessary to the successful conduct of the program."
- \* Under the ***"Program Direction"*** section, the following wording changes were made:
  - a. The first sentence shall read, "***The Town Supervisor*** shall recommend a Director of Recreation for appointment by the Gates Town Board."
  - b. The second sentence shall read, "***The Town Board and the Town Supervisor,*** with the administrative staff, will formulate operating ....."
  - c. The third sentence shall read, "The Director will bring to the attention of the Commission ***to discuss and review,*** matters requiring departmental policy decisions.
  - d. Delete the paragraph related to the Director doing an annual report.
  - e. The fourth paragraph pertaining to communication options for the Department to use, will remove the words "flyers to local schools" as that is no longer an option. It will include all the options previously listed, along with adding, "use of Department website, computer blasts, the 'Cornerstone' pamphlet and other communication agencies."
  - f. The fifth paragraph shall read as follows: "***The Town Supervisor and appointed Commission liaison*** will be provided with a copy of the minutes of all meetings.
  - g. Chris Maurice inquired as to why the minutes of the Commission meeting are not posted on the Town/Department website. A brief discussion took place. Follow-up on this will be done by Chris DiPonzio.

A motion was made by Chris Maurice to accept the above listed changes. This motion was seconded by Steve Murphy. The vote was unanimous to accept these changes. The Commission secretary will update this document for the March meeting.

- \* Memorial Park Update: Dan Hoock shared that a new update on the plans for the cabin proposal were being addressed in order to bring the costs more into alignment for what the Town wants to invest in this project. Hopefully the bids will be out by May, 2025.

## New Business:

- \* Dan Hoock did a presentation from the three companies who he contacted related to putting together option plans to replace the current outdated playground at Memorial Park. The following are highlights of that presentation.

- a. Kompan company:
  - 1. Offered three options involving many selections of equipment, layout and ground covering materials.
  - 2. Gave estimates on the costs of each of these selections. Most estimates were in alignment with the budgeted monies for this project.
- b. Burke company:
  - 1. Offered three options involving many selections of equipment, layout and ground covering materials.
  - 2. Gave estimates on the costs of each of these selections. Most estimates were in alignment with the budgeted monies for this project.
- c. Landscape Structures/Parkitects:
  - 1. Offered a “conceptual” design of what could be done in phases.
  - 2. Did not include costs.

A lengthy discussion took place on all these options, which included the location of where this playground might be placed in the park; the possibility of a retention pond on-site due to drainage concerns; traffic flow; timelines of building, etc. The general consensus was the Burke company seemed to meet more of the needs of a multi-age appropriate playground. Dan explained the grant monies slated for this project need to be used by the end of 2026. Dan thanked the Commission for their input and he will followup with this company, and give an update at the March, 2025 meeting.

- \* Dan Hooek asked for input on prizes to be purchased for the Easter Egg Hunt. A brief discussion followed on the options, and the suggestions were to purchase the larger bunny rabbits for the small children and the stretchy toy for the older children.
- \* Dan also mentioned that the Winter Field Hockey event went well with 18 people participating (6-teams of 3.) He also mentioned the “**Bring your Game On:** event went well. The number of participants worked out well as there were no wait times on any of the game station options.

#### **Finance Report:**

The current financial sheets were distributed and reviewed. There were no questions. Jim Battaglia made a motion to accept this report. A second to the motion was made by Chris Maurice. The vote was unanimous to accept this report.

A motion was made by Steve Murphy and seconded by Chris Maurice that the meeting be adjourned. The meeting was adjourned at 7:15 PM.

The next meeting is scheduled for **Tuesday, March 11, 2025, from 6PM-7PM at the GRP conference room.**

Respectfully Submitted,  
Valerie Young - Commission Secretary