



**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

Recreation Commission Meeting  
Tuesday, March 27, 2018  
Minutes  
Saratoga Springs Recreation Center

Attendance - Michelle Merola, Derrick Legall, John Dowd, Robert Manasier, Cheryl Smith, Amy Smith, Alphonse Lambert  
Lisa Shields, Deputy Mayor, and John Hirliman

The Saratoga Springs Recreation Commission was called to order at 6:36pm by Derrick Legall, Recreation Commission chair.

Public Comment – There was no Public Comment.

Items:

1. Welcome Michelle Merola, New Recreation Commission Member – The Recreation Commission welcomed Michelle Merola. The members introduced themselves.
2. Discussion and Vote: Camp Saradac Field Trips and Programs – The Recreation Commission reviewed the annual Camp Saradac Field Trips and Programs. There are three new trips/programs – ViaAquarium, Eagle Mills and Kona Ice. John Hirliman explained to the Recreation Commission that the bus, program and trip estimated costs are included in the budget. Field Trips are within 10 minutes of EMS response. They will go to the April 17, 2018 City Council Meeting.
3. Discussion and Vote: Camp Saradac Safety Plan – The Recreation Commission reviewed the Camp Saradac Safety Plan. The Camp Safety Plan is not attached to the agenda. The Plan includes the Emergency Action Plan for the Camp. The changes were reviewed and discussed. The Safety Plan is reviewed by the City's Safety Committee. The First Aid/CPR certifications were updated to American Heart Association. The Field trips and response times were updated. The DOH Permit application will be received the first week in April. The Department will get the Mayor's signature in April. The changes will go to the April 17, 2018 City Council Meeting.  
The Recreation Commission discussed that Camp Saradac employment applications were coming in. The deadline is this Friday. John Hirliman explained that the application list that they need to bring the application to Civil Service. The applications are on-line at SaratogaRec.com. The Recreation Department updated all of the applications this year. This year the Department has two applications. Next year the Department will have one employment application. Camp Saradac has a questionnaire. The new section is where the applicants get their own references. Camp Saradac runs June 25, 2018 – August 17, 2018. Camp Saradac staff will be hired by mid-May. The staff will begin the first Saturday of June at the first CPR class if selected or the second week of June for Orientation.  
The motion to approve the Camp Field Trips and Programs and the 2018 Camp Safety Plan was made by Amy Smith and seconded by John Dowd.
4. Discussion and Vote: Printed Shirt Quote – Fusion Graphix was the lowest overall quote. Their quality is really good. The only issue we have had is that they sent the proof to only one person instead of Recreservations while the one staff was out. The items were delayed. The T-shirts are 50/50 blend. There are a mix of products including jerseys and dri-fit material products. The Department does two quotes a year: a Spring – Fall Quote and then a Winter Quote. DPW will order off of this quote. The motion to approve the Printed Shirt quote was made by Alphonse Lambert and seconded by Cheryl Smith.
5. Discussion and Vote: Waiver Request – Bill Arpei requested to see if the PBA could have their fee waved for the hockey game on 3/18/18. The hockey game is between the SSPD and SSFD which is a fundraiser for Investigator Vanessa Rose who works for our city and is fighting cancer. Anything the City can do is appreciated. The motion to accept the request was made by Cheryl Smith and seconded by Robert Manasier.
6. Discussion and Vote: Elections – Vice and Chair – Derrick Legall was nominated as Chairman and John Dowd was nominated as Vice Chair. – Tabled until further notice.



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7. Discussion and Vote: Facility Rules Updated – The Recreation Commission reviewed and discussed the updated facility rules. The Safety Committee requested to update. No Photography or videoing in locker rooms, changing rooms or bathrooms previous language stated no photographic or video devices. The City Attorney stated that technically anyone who has a phone would have a photographic device so the language is being updated. The supervision age was discussed. Robert Manasier had a question regarding a 16 year old watching instead of an 18 year old. John Hirliman will check with the City Attorney. Derrick Legall asked if Marilyn Rivers was at the Safety Committee Meeting. John Hirliman said yes. Derrick Legall stated that the Safety Committee and the City Attorney has reviewed these rules. If there were any issues, they would have been brought up. The motion to approve the updated facility rules was made by Cheryl Smith and seconded by John Dowd. The rules will go to the April 3, 2018 City Council Meeting.
8. Discussion: 2018 School Capital Projects – The Recreation Commission reviewed upcoming preliminary \$40,000.00 - 2018 School Capital Projects. John Hirliman submitted the preliminary list of projects that will be go Schools Property Committee by April 15, 2018. John Hirliman met with DPW. There are six projects. Please let John Hirliman know of any additional projects. The East Side Big Baseball field fencing was damaged over the winter needs repair. A quote is being gotten. East Side Football Scoreboard has been repaired multiple times error light is on. Alphonse Lambert stated that the scoreboard has been there since he had been in Pop Warner. Amy Smith had remembered the scoreboard back when she would watch the high school football games. The cost is \$12,219.00 includes \$3,000.00 installation. The City will use the existing frames that will save \$10,000.00. Robert Manasier asked if there were any issues with the East Side Rec. Football field electrical. John Hirliman said no it's all brand new. The wireless box should work with the new system. If not, there will be an additional \$1,000.00 cost per wireless controller. This is not part of the Great Outdoors Project. The City is recommending Permanent Foul Markers for the Baseball fields (Line Turf system). The cost is \$200 per 100' box. There are 400' per baseball line. Veteran's Memorial Park Ed Valentine baseball field would be 800'. Does this save money? John Hirliman stated it will not save money but it will save time and will look the same every time. Amy Smith asked if DPW is willing to install this system. John Hirliman told her yes. The City would start with East Side Big Fields, and West Side Big Field. The \$3,000.00 worth of product is being recommended should cover 3-4 fields. Out of play areas should be tested. It is being recommended to purchase additional Liners and chalk. Where are going was asked? The Visitor's Dug out area for the East Side Big Diamond locked up. At the Jim King area and West Side big field, liners will be locked against the dugouts. At least four liners at three hundred-thousands of dollars are needed. Derrick Legall is concerned having the liners just locked to the fence. They will be damaged/stolen. Robert Manasier was concerned that the liner and chalk is not covered. At the Jim King/West Side diamonds, there will be one Bag per weekend in a rubber maid container. The Recreation Commission was concerned about leaving the items out. Is chalk or paint is cheaper? Chalk will clog the machine. Alphonse Lambert reported that Saratoga Central Catholic purchased a paint machine. West Playground fence will be go from a ½ fence to a full fence with a 12' gate. Estimated cost is \$5,000.00. East Side Sidewalk is part of the Great Outdoors project but in the interim, the DPW crew will be getting an estimate for a repair. There are several meetings regarding the Great Outdoors Project. One of the Great Outdoor Project meetings will be at the Recreation Center this upcoming Tuesday from 6pm to 7pm. This is a \$15.6 million proposal for outdoor improvements and renovations to all eight school buildings as well as Gavin Park, East Side Recreation Park and West Side Recreation Park. This project primarily focuses on the revitalization of outdoor facilities and learning spaces.
9. Discussion and Vote: Accept Donation for Camp Scholarships from the Saratoga County Children's Committee - \$8,800.00. This is an \$800.00 increase from last year. The motion to accept the \$8,800.00 was made by Alphonse Lambert and seconded by Robert Manasier. The donation will go to the April 3, 2018 City Council Meeting.
10. Discussion and Vote: Accept Sponsors 2017-2018 Basketball Season. AFSCO FENCE SUPP \$275.00, HARRIS BEACH PLLC \$275.00, TCBR HART, CHRIS \$275.00, ADIRONDACK TRUST \$275.00, CUDNEY'S LAUNDERERS \$275.00, SARATOGA PBA \$275.00, SARATOGA LIONS CLUB \$275.00, ELKS CLUB \$275.00, ZANETTI, MILLWORK \$275.00, ROTARY CLUB OF SS \$275.00, CAPITAL CFO \$275.00, REEVES, KATIE \$275.00, HABITAT FOR HUMANITY-Restore \$275.00, NLH PROPERTY MGMT. S \$275.00, RIVERS, MARILYN – Risk Takers \$275.00, FIRE FIGHTERS SS \$275.00, ADIRONDACK ADV CHIR. \$275.00, and FREDRICK ALLEN ELKS \$250.00 sponsored the 2017-2018 Basketball Program.



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11. Discussion and Vote: Accept Donation for Camp Scholarships from the Saratoga Rotary Club - \$1,640.00. This is an increase.
12. Discussion and Vote: Accept Donation from Stewarts Holiday Match - \$ 5,000.00.
13. Discussion and Vote: Accept Donation from Adirondack Trust Company - \$ 820.00 for Camp Scholarships.



14. Discussion and Vote: Accept Friends of Recreation Donation – Water Fountains at the Ice Rinks - \$1,714.31. There were two water fountains. The Recreation Commission wants to thank the donors. The donation will go to the April 3, 2018 City Council Meeting.

The motion to accept 2017-2018 basketball sponsors, Saratoga Springs Rotary Club - \$1,640.00, Stewart's Holiday Match - \$5,000.00, and Adirondack Trust Company-Camp Saradac scholarships - \$820.00, & Friends of Recreation donation was made by Amy Smith and seconded by Cheryl Smith. The sponsors and donations will go to the April 3, 2018 City Council Meeting.

Derrick Legall requested that the Recreation Commission is advised of Friends of Recreation events in case the Commission members get a call. The Friends of Recreation had fundraisers including Pub Crawl, Superbowl, and Two West Events.

15. Discussion and Vote: Saratoga Casino Holdings, LLC Agreement – Soccer. The Saratoga Casino Holdings LLC through George W. "Skip" Carlson, Vice President, External Affairs and Signature Service, has each year allowed the Saratoga Springs Recreation Department permission to utilize their fields for our Soccer program. The 2018 Soccer program will be utilizing this space again this year Monday-Friday and on Saturdays. During the Saturday blackout dates/times the Saratoga Casino Holdings LLC has also given the program permission to utilize the Sundays. The City of Saratoga Springs will provide them with the annual Certificate of Insurance for the use of the fields. The Department of Public Works mows and lines these fields as well as takes care of garbage removal/port-a-johns for the soccer program. The motion to approve the Saratoga Casino Holding LLC agreement was made by Robert Manasier and seconded by Cheryl Smith. The annual agreement will go to the April 3, 2018 City Council Meeting.
16. Discussion and Vote: This is new - Pickleball League – Some people cannot come during the daytime. The Saratoga Springs Recreation Department has developed a Spring Pickleball League. The League will be held on Mondays April 23, 2018 - June 25, 2018 (no 5/28) 6-8:30 pm for ages 18 and older. There are 5 courts at different levels and 5 people per court. The inaugural fee will be C \$35/S \$35/N \$50. The max number of participants will be 25 players. The league is designed to follow a Ladder system. Players will play a double round-robin mostly with others of similar skill levels to ensure fun but competitive matches. Players will be ranked by the ratio of points won to total points possible. Each player will move up or down the ladder based upon their winning percentage. For more information on how the "Ladder System" works, please visit USAPA website. Larry Rose will be the volunteer coordinator. He will be supervising and updating the standings. The concept is that advance players when sit out will help the beginners. No championships at the end. Pickleball nets and balls are supplied. We have extra paddles. Tournaments ideas were discussed. Traditionally, the City resident rate is \$50 to start but the Department is recommending having an inaugural fee of \$35/\$35/\$50. There are no senior/child rates. Derrick Legall had gotten a complaint about not having Senior rates. The motion to approve the Pickleball program and league fees was made by Amy Smith and seconded by Cheryl Smith. The Pickleball League fees will go to the April 3, 2018 City Council Meeting for approval.
17. Discussion: By-laws – The By-laws were discussed. Robert Manasier had provided feedback. The changes are included. The Recreation Commission will review the B section and update. The question was asked was the Resolution section formally made. John Hirliman thought that they were from the original by-laws. Page two of the bylaws was discussed. Do they need this type of detail? The Recreation Commission will review the bylaws. John Dowd explained parts of the by-laws. Deputy Mayor recommended that the Commission/Department develop a list of needs/wants. Amy Smith asked if #9 can be expanded. John Hirliman #9 is from the Charter. If there are any charter recommendations, please submit to the Deputy Mayor. There will be a page on the City website.



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18. Discussion: Extending Spring Ice Rink Season – The Ice Rink season will not be extended in 2018 this Spring. Both ice surfaces are coming out. The Department of Public Works will be doing repairs and the Compressors will be analyzed. The 2019 Spring Season will be reviewed. Robert Manasier had found out that even Olympic facilities have a 60 day a year closure that the ice is out and the frost will be taken out otherwise the pipes may burst. The City's usage drops significantly in March. Derrick Legall got a question about having more Hockey camps. The Recreation Commission recommended having the demand be reviewed.
19. Discussion: Saratoga Greenbelt Trail- Crescent Ave Connector – Douglas Meyer spoke at the last Rec. Commission meeting. He is working with Saratoga County with the Crescent Avenue Connector.
20. Discussion: Master Plan Update – The Recreation Commission reviewed the Master Plan survey questions. Please provide updates and input. There will be a final draft. Derrick Legall requested that survey go out in late May. Amy Smith asked if the School Vote will affect the survey responses. She said clarification may be needed.
21. Discussion: General Budget – The General Budget was reviewed. The Yearend 2017 closed February 28, 2018. There were lost two tournaments at the Rec. Center. The Weibel Ice rink revenue is down. Camp Saradac revenue is increased. Renters were down. The Department plans to set Basketball schedule much earlier and put in renters around the Rec. League. Derrick Legall asked why groups are going elsewhere. John Dowd said that it's more of the times that are available. John Hirliman said that everyone wants 6pm. John Hirliman said that our priority is our kids.
22. Discussion: Directors Report – The Director's Report was reviewed.
23. Discussion: Program Report – The Program Report was reviewed.
24. Discussion: City Website – The Recreation Commission discussed Recreation Commission agendas and the City Website.
25. Announcement: Willard J. Grande Memorial Recreation Field – Thanks to Nancy Wagner, Senior Clerk, it has come to the Recreation Department's attention that the North Side Recreation field is known as the Willard J. Grande Memorial Recreation Field. Derrick Legall requested that we have a dedication. John Hirliman wanted feedback and suggestions. Alphonse Lambert thought it was really cool. Alphonse Lambert said that people still refer to Veterans Memorial Park as Geysers Park. It will take years for the public to catch on.

8:25pm Executive Session: The Recreation Commission reviewed two Real Estate Properties.

8:37pm Recreation Commission Meeting - The motion to adjourn the Saratoga Springs Recreation Commission meeting was made by Amy Smith and seconded by John Dowd at 8:38pm. The Next Meeting will be at the Saratoga Springs Recreation Center on Tuesday, April 24, 2018 - 6:30 pm. The upcoming meetings on the last Tuesday of the month are May 29, 2018, June 26, 2018, July 31, 2018, September 25, 2018, October 30, 2018, and November 27, 2018. The Budget workshops will be Wednesdays, July 18, 2018 and July 25, 2018 6:30pm. The December 11, 2018 6:30pm Recreation Commission meeting will be held the 2<sup>nd</sup> Tuesday of the month due to the Holidays.



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Agenda  
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Attendance

Public Comment

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1. Welcome Michelle Merola, New Recreation Commission Member
2. Discussion and Vote: Camp Saradac Field Trips and Programs
3. Discussion and Vote: Camp Saradac Safety Plan
4. Discussion and Vote: Printed Shirt Quote
5. Discussion and Vote: Elections – Vice and Chair
6. Discussion and Vote: Waiver Request
7. Discussion and Vote: Facility Rules Updated
8. Discussion and Vote: 2018 School Capital Projects
9. Discussion and Vote: Accept Donation for Camp Scholarships from the Saratoga County Children's Committee - \$8,800.00
10. Discussion and Vote: Accept Sponsors 2017-2018 Basketball Season
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15. Discussion and Vote: Saratoga Casino Holdings, LLC Agreement – Soccer
16. Discussion and Vote: Pickleball League
17. Discussion: By-laws
18. Discussion: Extending Spring Ice Rink Season
19. Discussion: Saratoga Greenbelt Trail- Crescent Ave Connector
20. Discussion: Master Plan Update
21. Discussion: General Budget
22. Discussion: Directors Report
23. Discussion: Program Report
24. Discussion: City Website – Recreation Commission
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Executive Session: Real Estate Property

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