

**Village of Kinderhook
Recreation Commission
Regular Meeting Minutes - August 8, 2022
Village Hall - In-Person**

Present: Mark Plakias - Vice Chair, Dave Dellehunt, Shannon Eigenbrodt,
Cammy Salazar, Peter Santamaria, Dorene Weir - Village Trustee Liaison

Absent: Amber van Moessner - Chair, Jennifer Blood, Quinn Murphy

Other: -

Meeting called to order at 7:04 pm.

Minutes: Motion made to approve the Special Meeting Minutes of July 14, 2022.
Moved: M. Plakias; Second: D. Dellehunt. Motion carried.

Motion made for P. Santamaria to serve as the Alternate at tonight's Regular Meeting of the Recreation Commission, August 8, 2022.

Motion: D. Dellehunt; Second: M. Plakias. Motion carried.

Correspondence: Discussion was had on correspondence received regarding Little Free Library. The Little Free Library is a non-profit organization that promotes neighborhood book exchanges, usually in the form of a public bookcase/book display. This organization can provide the book display for \$389.95 or provide the blue print for construction.

D. Weir discussed with the DPW the possibility to build two book displays, one for children and one for teen/adult readers, the DPW can make them for much less than the organization's selling price. D. Weir had discussed this initiative with the Kinderhook Library last year and they were interested, but, due to library staff changes the opportunity was stalled, D. Weir plans to meet with the library this Wednesday to discuss.

Motion made for D. Weir to further explore this opportunity.

Motion: D. Dellehunt; Second: P. Santamaria. Motion carried.

Old Business:

Alternate Member

Information was sent to the Commission members regarding the “Alternate” Recreation Commission member and his/her role as an appointed “Alternate”.

Fire Truck Day

M. Plakias thanked D. Weir for her assistance with Fire Truck Day. Q. Murphy did a great job with driving the ATV, M. Plakias took pictures, approximately 60 people in attendance, and everything went off without a hitch. D. Weir sent a thank you note to Chief Matt Cohen, Palmer Engine & Hose Co., on behalf of the Recreation Commission.

Summer Jam/Music in the Park

Due to the cancellation of the original date and the rain date not working out, a new date has been established for Summer Jam, that date will be August 18th. M. Plakias to continue to seek out food trucks for their availability. D. Dellehunt came upon a food truck called “Little Big Fats”, they may be available. D. Weir mentioned the Lions Club for hot dogs/hamburgers, D. Weir to connect her contact with M. Plakias. M. Plakias will also reach out to Chris/Secretary at the Elks. The band has signed the new contract.

Summer Program Update

D. Weir will be providing a paper survey on Wednesday morning to the parents of the children participating in the Summer Program. Survey questions relate to cost, half day vs full day, and any additional thoughts and ideas they may have, a box will be provided for return of the paper survey. In addition, the Village will be sending out, in October, another survey to the residents that will also include questions regarding the Summer Program.

The current Director and the Counselors for this year’s Summer Program are interested in coming back next year whether the program is half day or full day. It was suggested that Counselors should be contacted in January for their interest in employment for the 2023 Summer Program. The Director should also be contacted early to assure the program will be scheduled and which will also allow for the announcement of the Summer Program to be made in a timely manner. D. Weir contacted, via email, the County to get a better understanding of the Villages responsibility should the current Summer Program extend from half day to full day, email was received back and no changes are necessary.

D. Weir shared that Village Board had approved the additional agreed upon funding for the Asst Director which was due to the misinformation received via email in regard to pay rate. Should the payroll for the Summer Program be fully expended prior to the end of the Summer Program, funds will be provided through

another line within the Recreation Commission's budget. Next year's rate will revert to the original approved pay rate.

Protocols are in the process of being developed that will outline the hiring process.

D. Weir informed the Commission that the "alternate" Counselor has accepted another position and will no longer be available as an alternate.

Playground Install

The vendor, Miracle Recreation, has informed D. Weir of multiple manufacturer issues which have resulted in a delay of playground equipment delivery, delivery will most likely not take place this Fall. When delivery does occur, the equipment can be delivered to the DPW garage. DPW could possibly assemble the equipment during the winter, however, a payment of \$3,000 was made for Miracle Recreation to assist with the assembly and which would eliminate any assembly warranty issues that may occur. May need to wait to Spring for install directly at the site. Once we hear back from Miracle Recreation with a confirmed date of delivery, decisions regarding assembly and assembly location can then be made.

Community Night Update - 4:30 pm - 7:30 pm

- C. Salazar drew a map of the location for set-up for Patrick/Saisonnier, he has sent in his license application. Location will be on the right side of the concession stand, by the basketball court, and furthest point from playground.
- C. Salazar sent the draft of the Mobile Food Preparation Vehicles - 2020 Fire Code of NYS - Section 319 to the food truck vendors, no response back yet.
- D. Weir reached out to the Lions Club to see if they were interested in being a food vendor for this event, she will let the Commission know as soon as she hears back.
- Four, possibly five, food vendors should be more than enough, last year there were two. As of tonight's meeting, three food truck vendors have confirmed.
- One insurance certificate has been received to-date from Jake Samascott, the remainder should be in by September 1st. The Village's insurance agent, Jennifer at Metzwood Harder, will review the certificates received.
- Stagger the popcorn, cotton candy, and ice cream so not all going on at the same time. Girl Scouts could scoop out the ice cream. D. Weir called Stewarts to confirm the ice cream, they requested a call back on September 1st. The DPW will pick up and drop off the cotton candy and popcorn machine. Need to buy clear plastic bags for cotton candy rather than the sticks.
- Photo Booth is secured.

- Potential Volunteers: Ichabod Crane Honor Society, Girl Scouts, Boy Scouts, 2 Clubs from the Library.
- C. Salazar to check on the fall ball schedule, reach out to Jessica Berner.
- Budget is \$3,000 for this event, expenses to-date = \$2,830, balance remaining \$170.
- Set-up at 10 am, DPW will help get tables line up.

Motion made for any further expenses for Community Night be capped at \$170.
Moved: M. Plakias; Second: D. Dellehunt. Motion carried.

Halloween - Update

D. Dellehunt discussed the need this year to replenish the inventory for prizes & metals for this event, very little inventory remains from past years and not enough to carry through this year's event. Candy, candy bags, napkins, cider, and donuts will also be needed. An estimated budget of \$800 will be needed for this event.

D. Weir will review the budget for funds remaining and will report back at the September meeting of the Recreation Commission.

Kinderhook Business Professional Association will have the book reading at the House of History.

The Kinderhook Memorial Library will not be participating this year.

The Recreation Commission's event will take place at the Village Square.

New Business:

Recreation Commission Liaison Updates

- Adult Recreation - there is a special section in the budget for adult recreation with a budget line of \$500. D. Weir request \$200 of this line for refreshments, cookies, and/or cake in recognition of National Senior Citizens Day, on August 21, 2022, to be held at the Kinderhook Memorial Library.

Motion made to spend up to \$200 for National Senior Citizens Day to be held on August 21, 2022.

Motion: D. Dellehunt; Second: M. Plakias. Motion carried.

- D. Weir request \$140 for the purchase of a new tire swing and hardware to replace the tire swing that was recently removed due to its unsafe condition.

Motion made to spend up to \$140 for the purchase of a tire swing and hardware.

Motion: M. Plakias; Second: P. Santamaria. Motion carried.

- D. Weir reported on the mural by the Girl Scouts on the back side of the building at Rothermel Park, there is a plastic container with chalk at this location and numerous times it has walked off since it's not stationary. D.

Weir proposes the installation of a mailbox which the DPW currently has and is not using and will install. This mailbox would be mounted and the chalk placed in it for storage.

Motion made for the DPW to mount a mailbox for holding chalk on the building at Rothermel Park.

Motion: P. Santamaria; Second: M. Plakias. Motion carried.

- D. Weir reported that she had a meeting with the DPW regarding 6 or 7 projects and it was requested that D. Weir be the go to person/contact person between the Recreation Commission and the DPW. The Commission was in agreement to this arrangement since she meets with the DPW at least once a week.
- D. Weir had a few questions regarding the recent list sent to the DPW for Community Night:
 - Tables - The four tables that were requested from the DPW were planned to be used for the fire house, face painting, tattoos & necklaces, KBPA, and Saisonnier. D. Weir noted that she will reach out to the KBPA since they may not be participating and Saisonnier should be providing their own table for liquor and liability purposes. D. Weir to reach out the fire house, they do intend to bring the fire pit but not sure if a table will be needed. Also, tables are needed for the cotton candy and popcorn machines and the DPW request cardboard or similar protection be placed on the table tops before placing the popcorn and cotton candy machines on them to avoid heat damage from the machines. D. Weir offered her card table for the tattoos, as was provided last year. There is also one table in the Village Office at Rothermel Park, the other 4 tables are located in Van Buren Hall.
 - Stakes - concern for safety reasons if stakes would be visible once installed. C. Salazar described the stakes as being 4 ft tall, 1" x 1", grade stakes, to be used for the beer garden area, and to designate the vendor site location. D. Weir expressed concern that the stakes placed to tape off the beer garden area is a liability, the vendor should be responsible for their own set-up and the stakes and tape should not be an expense of the Recreation Commission. Stakes to designate vendor site locations are ok.
 - Nicole Heeder, Village Clerk, offered to meet with some of the members at Rothermel Park for vendor layout taking into consideration electrical needs. Also, the food trucks need to be 10 ft apart and leave enough space in order to have open access to the restrooms.
 - C. Salazar will contact Patrick/Saisonnier regarding his set-up needs.
 - S. Eigenbrodt to check the game schedules for conflicts.

FINAL
8.8.22

Other:

Note: September's Meeting will be the Annual Meeting (Selection of Officers) & the Regular Meeting

The next meeting of the Recreation Commission is scheduled for Monday, September 12, 2022 and will be held in Van Buren Hall.

Motion made to adjourn at 8:33 pm.

Moved: M. Plakias; Second: S. Eigenbrodt. Motion carried.



Jacqueline Bujanow,
Secretary, Recreation Commission