

Village of Kinderhook
Recreation Commission
Regular Meeting - April 12, 2021
VIA ZOOM

Present: Lynn Clark, Alicia Cowan, Dave Dellehunt, Shannon Eigenbrodt, Amy Michael, Valerie Spensieri - Chair, Amber van Moessner

Other: Dorene Weir - Village Trustee Liaison, Sally Hogan (exited meeting @ 7:51 pm)

Absent: -

Meeting called to order at 7:01 pm.

Minutes: Motion made to approve the meeting minutes of March 8, 2021.
Moved: V. Spensieri; Second: L. Clark. Motion carried.

Liaison Report: Village Trustee Liaison, Dorene Weir brought to the attention of the Commission the Village Board's review of the Recreation Commission's budget requests. It was noted that the Village Board had approved the Director's salary increase from \$2,900 to \$3,000, however, the Assistant Director's salary was to remain as previous years, minimum wage plus \$1, equalling \$13.50/hour for Summer 2021. It was further stated that employee related items such as salaries, position titles, job descriptions, etc., along with forms/guidelines/policy changes require Village Board review and approval before implementation, some documents may also need Village Attorney review.

Motion made to amend the minutes of March 8, 2021 whereas a motion was made to decrease the Assistant Director from \$1,900 to an hourly rate of \$20/hour be changed to the Assistant Director will be paid an hourly rate of \$13.50/hour per Kinderhook Village Board.

Moved: V. Spensieri; Second: L. Clark. Motion carried.

Correspondence: -

New Business: **Summer Program**
As a result of the Liaison Report, discussion was had regarding the Assistant Director's role and responsibilities which includes health related duties which justified the increase request in hourly wage for the position. It may be a challenge in getting applicants to apply for the position at the current approved

rate and the job description will have to be reviewed and adjusted accordingly. It was suggested that the health related duties may need to be under the Director. V. Spensieri requested the Commission review the job description for the Assistant Director in the Summer Program Guidelines.

COVID policy, protocols, procedures will need to be developed and purchases made for supplies needed to implement as directed. Temperature readings, screenings, logs, possible apps for recording/tracking, PPE, for both campers and employees will be needed. D. Weir stated the Village Clerk will be purchasing a hand sanitizer dispenser on a stand for use at the Park for the Summer Program and which will be locked up each day after program use. Discussion regarding a possible positive exposure, direction from the Health Department, and its affect on the program was had.

D. Dellehunt to reach out to DOH to see if protocols developed have to be reviewed and approved by DOH, also, they may have established protocols that can be used for the Summer Program or other helpful ideas.

L. Clark suggested a "Google Form" could be created for the screening process.

D. Dellehunt will draft and forward a COVID Waiver form to J. Bujanow to add to the Summer Program Guidelines.

Park bathrooms are expected to be open for the Summer Program.

V. Spensieri requested the Commission to think about COVID protocols in the workplace and those protocols that can applied/documented to keep the children safe during the Summer Program.

Community Night

Owner of the rock climbing wall will no longer be offering 1/2 day events, booking for full day only (call with event date..he may have changed back to 1/2 day events). Food truck vendor willing to work with the Commission regarding the menu. J. Bujanow to send contact list to Commission for members to reach out to vendors - photo booth, DJ, Marios/Cotton Candy, laser tag, etc. Event to take place on Saturday, September 11th at Rothermel Park.

Old Business:

Easter Event Update

A. van Moessner reported the event went very well considering the limited amount of time available to put the event together, the setup looked great. It would be helpful next time if members could commit to the date/time of the event, more hands were needed. Some neighbors who participated in the event stayed to pitch in and help. It was estimated that 70 children participated. Next year the Commission could consider coordinating with the Elks or Village Library for this event.

Playground

S. Eigenbrodt reported on the playground and recapped where we started, where we are, and current options.

- A. van Moessner and S. Eignebrodt recently met with Miracle Playground Equipment at the park
- Available space was explored, existing equipment conditions analyzed, possible expansion areas reviewed, new equipment ideas with space requirements discussed, thoughts on the possibility of moving existing equipment, and options for surface materials were presented for consideration during the meeting
- Playground also needs to be evaluated for code compliance. Surface material, either mulch (12” compressed to 9”) or poured rubber were also discussed. DPW is presently looking into the cost for mulch.
- Any decisions made by the Commission regarding the playground/ equipment will have to be presented to the Village Board for review and approval at their May meeting.
- Since the fiscal year ends May 31st, there is little time remaining for decision making, approval, ordering, and delivery. This leaves the Commission with two options:
 1. Propose to the Village Board a piece of equipment that would be added to an existing piece of equipment, no other equipment would be removed with this new addition. Village Board would need quotes for 3 different companies for comparison. Equipment purchase would need to be made and delivered by May 31st. This option would be difficult to achieve in the short amount of time remaining.
 2. Propose to the Village Board to open a separate savings account for dollars earmarked for equipment purchase. The Village Clerk would have to receive approval from the Village Attorney and Village Board allowing use of the funds beyond May 31st. Details would have to be addressed with the proposal such as insurance, DPW’s role (site prep, installation, removal, etc.), age groups to benefit, current and future visions. Have a plan in place and be prepared to address questions upon presentation to the Village Board.
- Establish a timeline, consider a grant - connect with Rene Shur, Village Economic Developer, or possibly a “Go Fund Me” page. Have a Master Plan, long term goals. D. Weir to speak with R. Shur regarding grants and RFPs (request for proposal).

- D. Weir will propose option #2 to the Village Board at their May meeting.

Motion made to earmark \$17,000 to a special savings account for playground equipment upon Village Board approval.

Moved: V. Spensieri; Second: A. Michael. Motion carried.

Updates: Summer Program Guidelines

J. Bujanow to make updates to the guidelines based on the changes brought forth from the Liaison to the Commission re: salary and title change for the Assistant Director. COVID Waiver Form and COVID policy and protocol to be established and forwarded for inclusion in the guidelines. Upon Commission review, guidelines will then be forwarded to the Village Board for their approval, possibly the Village Attorney if need be.

The next meeting of the Recreation Commission is scheduled for Monday, May 10, 2021 at 7:00 pm, via Zoom.

Motion made to adjourn at 8:28 pm.

Moved: V. Spensieri; Second: D. Dellehunt. Motion carried.

Jacqueline Bujanow, Secretary
Recreation Commission