

**PERINTON RECREATION & PARKS DEPARTMENT**  
**ADVISORY BOARD MEETING MINUTES**  
**January 23, 2014**

**PRESENT:** Chair Al Chesonis, Advisory Board Members Mike Coppola, Jim Donahue, Paul Fioravanti, Cheryl Hanzlik, Jayne LaFay, Dave Schaeffer, Commissioner of Recreation and Parks Jeff Myers, Director of Recreation Diane Riesenberger and Director of Parks Stacey Estrich.

**MINUTES:** Motion to approve the minutes by Board member Paul Fioravanti, seconded by Board member Jim Donahue, minutes approved with an abstention by Dave Schaeffer.

**COMMISSIONER MYERS' REPORT**

**BIDS FOR RECREATION SUPPLIES, WEARING APPAREL, ARTS & CRAFTS SUPPLIES AND JANITORIAL SERVICES**

Bids for Recreation Supplies, Wearing Apparel, Arts & Craft Supplies and Janitorial Services have been received, opened and collated. Bid results were approved by the Town Board at last evening's (January 22<sup>nd</sup>) meeting. The staff will now begin placing orders.

**RETIREMENT ANNOUNCEMENT**

Assistant Recreation Director Debbie Ellis has announced her retirement, effective the middle of April. Upon her retirement, Debbie will have worked for the town for 32 years, as she started with the town on March 29, 1982. This is a well-deserved retirement, and we extend Debbie all our best wishes.

**RESULTING TRANSITION**

Recreation Director Riesenberger and I have begun the planning process for the transition, and will have our recommendations to this board at February's meeting.

**PRESENTATIONS**

I have been asked to make three presentations in the next 4 months. The first two will take place at the New York State Recreation and Park Society Annual Conference in March. The first presentation is titled, "Effective Interviewing from Either Side of the Table". This is a repeat presentation, and was so popular two years ago, I have been asked to offer it again. The second is titled, "Staff to Management: How to Successfully Make that Transition". Both sessions provide professional development skills, and have everyday relevance for personnel in any profession, much less the leisure services field. The third presentation will be co-presented with Jeff Nutting, and our audience will be the Fairport-Perinton Rotary. They have asked us to address their group about what recreation and parks is, and what we offer the community. This ties in directly with advocacy efforts for the department and profession, and will be tailored to educate the community on the importance of our services.

**COPIER**

I am in discussions with Toshiba Solutions to purchase a new copier for the department. Our current copier is close to 10 years old, and has over 1 million, 700 thousand copies on it. It is beginning to fail more often. Options are being considered, and we should be purchasing a new copier no later than April.

**DEPARTMENT INTERN**

On Monday, January 29<sup>th</sup>, Rob Goodenow will begin his 16 week internship with the department. Rob is a student at SUNY Brockport, and in his final semester for his bachelor's degree. We will invite Rob to the Advisory Board meeting in February or March.

## **DIRECTOR RIESENBERGER'S REPORT**

### **RECTRAC**

Winter 2014 registration is \$136,802.25.

There are 2,625 participants enrolled in 364 classes.

### **FACILITY USAGE**

January Totals: 40 reservations for a total of \$4,973.00.

Year to Date: 40 reservations for a total of \$4,973.00.

### **PROGRAM REVIEWS**

#### **CENTER STAGE – 2014 SEASON LINE-UP**

July 6	Paulsen and Baker Band
July 13	Northside Johnny
July 20	Fred Costello and Roger Eckers Jazz4
July 27	Orient Express
August 3	Ruby Shooz
August 10	Pan Loco / RPO Marimba Band
August 17	Bobby Henrie and the Goners / Ghost Riders
August 24	Greater Rochester Jazz Orchestra
September 7	A Salute to America

Sponsors \$23,200.00 to date

Season Wegmans (\$15,000.00)

Event \$7,000.00 total

Fairport Savings Bank

Waste Management

Harris Beach

Perinton Hills Shopping Center

Perinton Pizza

Golf Cart

Fairport Federal Credit Union

#### **GAZEBO CONCERT SERIES – 2014 SEASON LINE-UP**

June 5	Perinton Concert Band
June 12	198 <sup>th</sup> Army Band
June 19	Genesee Valley Orchestra and Chorus
June 26	New Horizons
July 3	Lester Funk
July 10	Four on the Floor Jazz Ensemble
July 17	Spectra
July 24	Traveling Cabaret
July 31	Dady Brothers
August 7	Fairport Fire Department Band

We are excited about both concert series continuing to provide a multitude of various genres for our residents.

### **FATHER SON SPORTS NIGHT**

Fifty three fathers and sons enjoyed playing games in the gym, swimming and enjoying pizza on Friday, January 17.

### **PERINTON POPULAR PIZZA PARLOR POLL**

The 24<sup>th</sup> Annual Pizza Poll will take place on Tuesday, January 28. We have 10 participating parlors, (one more than 2013), including two brand new to the competition. Original Bay Goodman and Vinny's Bakery and Deli will be joining J&L's, Jozeppi's, Papa C's, Papa John's, Perinton Pizza, Pizza Chef, Pizza Hut and Salvatore's to see who makes the best pepperoni pizza. We will once again distribute placemats marketing many of our programs and upcoming events. These are done in-house by Josh Dillon.

### **THEMED BIRTHDAY PARTIES**

We held our first themed birthday party on Friday, January 17. Jeff Nutting received an e-mail from the family thanking the staff involved and commenting on how well they worked together and kept the kids all under control. They were very impressed. Hopefully, this will be the first of many at the PCC. We will be holding a preschool party this Friday, January 24.

### **OVERNIGHT RESERVATION**

A Girl Scout troop from Marion held a lock-in event on January 19-20. This event included swimming and use of the community room and gym. By all accounts the event was very successful.

### **AQUATICS**

Head Guard Laura Silins held a Lifeguarding training 7 new lifeguards. Eighteen Girl Scout troops from Pittsford held their Cookie Kick-Off event on Friday, January 10 here at the Perinton Community Center. The girls and their leaders enjoyed swimming in the Aquatic Center and getting together. Many Boy Scout troops will begin to utilize our facility to complete their badge work and get ready for camps. Private lessons continue to be popular and have been very successful since fall. Plans continue to be well on their way for our Sunday, March 2 Winter Jamboree.

### **FITNESS**

The cardio and weight rooms are at peak usage with patron's New Year resolutions and all of our machines are in service. We are hoping to purchase two new Espresso bikes which would be a wonderful addition to our inventory. An equipment and fitness area cleaning review will be held on Wednesday, January 29 for all fitness attendants. Our goal is to maintain a high level of cleanliness and machine maintenance.

### **TEEN CENTER**

A Pool and Pizza Party is scheduled for tomorrow evening, January 24. On Friday, January 31 a full house is expected for our Unplugged event at the Teen Center. This is traditionally the most well attended one of the school year as teens celebrate the end of mid-terms. A full slate of performers will entertain. The Saturday Activity Night program numbers continue to increase. Our new Town Supervisor, Mike Barker visited the Teen Center on Tuesday, January 21 and was given a tour. We will be adding some new games and activities to keep interest in participating high.

### **55+**

Many people have been coming in to check us out due to the new Excellus Silver and Fit healthcare changes. Appointments are being made for AARP tax preparers. We will begin this service on Thursday, February 6 and continue until Thursday, April 10. All exercise classes are doing very well.

### **DEPARTMENT NEWS**

Meetings for full and part time clerical staff were held on Tuesday and Wednesday evenings, January 14 and 15. The meetings focused on communication, accuracy and updates on new programs and fees. Special thanks to Stephanie Kayser, Cathy Keating and Maggie Monsen for their assistance with these meetings.

Programs for spring have been submitted and we are expecting our first proof from the printer by the end of the week. The photo on the back cover will now feature the new Town Board. The front cover will continue to have the updated look of a magazine cover. This new format received very positive feedback when used on the cover of the winter brochure.

The Employee Wellness Committee is gearing up for another successful year. The committee used feedback received from formal and informal polls to plan the activities. A sampling of activities include: Blood Pressure and Heart Health Lunch and Learn, February 27; Wellness Café, March 13; and Veggie Bingo and Snack in April. Additional activities include a Health and Wellness Fair and Employee Summer Picnic. Josh Dillon has done a great job steering this committee.

A Retirement Reception for Jim Smith will be held here at the PCC on Saturday, February 1 from 2:00-4:00pm in Community Rooms 204A and 204B. Light refreshments of cookies and coffee will be served.

**MARKETING REPORT** - Enclosed

### **DIRECTOR ESTRICH'S REPORT**

#### **New Features**

Jurij Kushner, Community Garden Coordinator, conducted the first of a series of garden lectures at the Lion's Den Tuesday, January 21<sup>st</sup>. Coffee was provided for 21 (24) attendees due to extreme cold temperatures. All three winter lectures are sold out.

#### **Operations**

White Brook and Perinton Park buildings are closed for annual maintenance. Perinton Park building opens back up this Friday January 24.

Crews have continued to be busy with snow removal and general ice rink maintenance.

Tree removal at Perinton Park began early January by Fairport Electric contractors. These removals are for electrical upgrades in conjunction with both the O'Connor Road and Erie Canal Path improvements projects.

#### **2013 Summary**

Summary sheets are attached for discussion. Enclosed you will find:

Athletic Summary - page 2

Building and Shelter Summary - page 3

Vehicle/ Equipment Summary - page 4-6

Work Orders Summary (2013) - page 7-11

Definitions

Employee entry sample

Four sample months

Total hours worked for year per category

Commissioner Myers and Board members Coppola and LaFay commended Stacey and the parks staff on the great job done on the Parks Summary presentation. Dave Schaeffer mentioned that much of the work load for the Crescent Trail Association has shifted to the parks staff and will continue in that direction due to less support from volunteers. "Adopt a Trail" by scouts or other organizations/groups was suggested as an option to fill the gap.

## **2014 GOALS**

Perinton Recreation and Parks Department Goals for 2014 were approved with the addition of section 1.5 under Administrative Goals. A motion to approve the goals was made by board member Jayne LaFay and seconded by Jim Donahue; approved.

## **2013 GOALS AND RESPONSES**

No changes or updates were made to Goals and Responses for 2013.

## **AROUND THE TABLE**

Chair Chesonis expressed kudos to the Department; claiming that it was an awesome year!

Jayne LaFay shared brownies with all present to celebrate Diane Riesenberger's birthday.

There was a brief discussion regarding the leash law as it applies in Center Park initiated by Paul Fioravanti. Dogs must be on leash when near the athletic fields, but may be off leash in open space as long as they are under the owner's control.

Director Riesenberger reminded everyone to stay tuned to Facebook for the announcement of the winner of the annual Perinton Pizza Parlor Poll.

Commissioner Myers announced that Joe LaFay was appointed as Deputy Supervisor for the Town of Perinton.

There being no further business, the meeting was adjourned at 8:23pm. The next Advisory Board meeting will be held on **Thursday, February 27, 2014 at 7:00pm at the Perinton Community Center in Room 211.**

Respectfully submitted,

Stephanie C. Kayser  
Secretary