

**PARKS AND RECREATION ADVISORY COUNCIL MEETING MINUTES**  
**MAY 31, 2023**  
**PORT JEFFERSON VILLAGE CENTER**

Chairman Potter called the meeting to order at 6:05 p.m.

**ATTENDANCE**

Present: Chairperson Potter, Trustee Sheprow, Dave Melious, Beth Capodanno, Kelly Juliano, Thomas Provencher (alternate).

Absent: Trustee Loucks, Renee Lemmerman, Robert Gross, Lois Kilkenny, Jennifer Hildreth

**I. CALL TO ORDER**

**Motion made by Ms. Juliano, seconded by Ms. Cappodano to approve the minutes of March 2023 and April 23. All in favor, motion carried.**

**II. UPDATES**

**A. Parks**

1. Basketball Courts: Rima Potter requested that the Parks Department put a cushioned wrapping around the basketball poles in Kip Lee Park due to potential safety issue as the poles are very close to the court. Per Mr. Melious, wrapping of poles can be done. She also asked if it was possible to add lighting for the basketball courts. Mr. Melious responded that there will be no lights at night for basketball, only security lights.
2. Tennis courts: Discussion ensued regarding tennis lights, currently being on until 10:00 or 10:30. Mr. Melious stated that turning them off earlier might be up to the Board. No complaints have been received. Mr. Melious also stated that bathrooms are closed early due to vandalism.
3. Listing of Village parks submitted to Council, which will be touring facilities at the next meeting. Some names and facilities were updated upon review. Chairman Sheprow suggested a map of the parks in the Village be prepared for distribution.
4. Beaches: Mr. Melious stated that electrical problems at East Beach have been resolved. Bathroom had been closed Memorial Day weekend due to plumbing issue, but were opened on Monday. Trustee Sheprow suggested an email link to report problems at the beach, perhaps a QR code.
5. Soccer nets at Roosevelt Park discussion has been tabled at this time.

**B. Recreation**

1. Chairperson Potter reported information provided by Ms. Lemmerman prior to this meeting including:

- a. A job description was submitted to the Village for a Security Guard, whose hours will potentially be part time, Thursday – Sunday, 4pm – 9pm or 5pm to 10pm.
  - b. A full-time Assistant Recreation Manager was hired and will start September 11.
  - c. A meeting with PJUFSD Athletic Director Adam Sherard was held to discuss Village programming / swim lessons at the Elementary school.
2. Trustee Sheprow provided an update on the Port Jeff Rowing Club:
- a. The rowing club leased space for rowing machines and rack and launch area pre COVID. Since COVID they have moved the machines to Stony Brook and they are not using storage or the Village Center.
  - b. The Club uses Centennial Park from March through November.
  - c. There is a good relationship, and many use this program.
  - d. The two-year agreement expired in 2021. The agreement needs updating.
  - e. Mr. Melious stated that the club leaves the park in a mess and has slowly been taking over and encroaching on other areas of Centennial Park.
  - f. The prior permit fee was \$20,000 annually.
  - g. Ms. Lemmerman had suggested \$10,000 per year with incremental increases for the use of launch and racks at the beach.

**Motion made by Ms. Juliano, seconded by Ms. Capodanno to recommend a contract of \$10,000.00 for one year with re-negotiation at the end of the contract. Included in the contract would be cleaning of the beach area and payment of any overtime incurred by the Village for having to clean the area if they do not comply. Also, specific parameters to be included regarding what space they are entitled to use in the contract. All in favor, motion carried.**

### III VILLAGE CENTER

- a. Trustee Sheprow updated the Council on code officers present at the Village Center. There has been an increase in incident reports from Village employees who work at the Village Center, many involving teens. They are hoping to get a Security Guard. Recommendations have been submitted to the Clerk (see item B1a above). Mr. Melious stated that licensed security guard is necessary.
- b. Marketing Committee for the Village Center is tabled until next month's meeting.
- c. Village Golf Outing is August 17, 2023 at 11:00 a.m., at a cost of \$75.00 per participant. Participants receive free drink tickets. Mayor Garant has been selected as the Honorary Tournament Chairperson. Trustee Sheprow is looking for volunteers to form a Village Golf Outing Committee.

### IV. CHAIRPERSON DISCUSSION

Looking for a volunteer to take over the taking of Minutes.

### V. NEW BUSINESS

- a. Permanent member of the Board and potential to bring in a new alternate is tabled until the June meeting.
- b. Bob Gross will share information regarding proposing a skatepark at the June meeting.

**MOTION MADE BY MS. JULIANO, SECONDED BY MS. CAPODANNO TO ADJOURN AT 7:30 P.M.  
NEXT MEETING: JUNE 28, 2023 AT 6:00 P.M.**