



# Meeting Notes

## Grand Island Parks and Recreation Advisory Board (PRAB)

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**Members:** | David Pratt, Chair | Judy Schmidt, Vice-Chair | Michelle Lockett, Secretary | Matthew Pfeil | Lisa Hauss | James Szakacs | Ray Billica | **Alternates:** Beverly Kinney  
**Town Board Liaison:** Tom Digati | **Recreation Supervisor:** Joseph Menter |  
**Recreation Supervisor Senior Services:** Jen Menter | **Parks Crew Chief:** Tom Cecere

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Meeting Date and Time: April 25, 2022 at 7:00 PM

Location: Town Hall – Conference Room

**In Attendance:** David Pratt, Judy Schmidt, Natalie Grunzweg, Michelle Lockett, Joe Menter, Lisa Hauss, Beverly Kinney, Pete Marston (substitute for Tom Digati)

Meeting called to order 7:01 PM

Approval of the February, 2022 minutes – unanimously approved

Approval of the March, 2022 minutes – Bev motioned to approve, Judy second, all approved.

### Old Business

- Town Commons – Town Board approval & update (Pete Marston for Tom Digati):  
Judy put forward a motion to formally recommend Barton and Loguidice as the preferred landscape architecture firm to develop a new Town Commons landscape design and Lisa second, all approved. PRAB will craft an official document with the motion, and all are in favor of recommending Barton and Loguidice. The document will go to Tom Digati, who will bring it to the Town Board.
  
- Parks, Areas, Greenways/Spaces & Facilities Naming Policy (Judy Schmidt):  
There is a need for an official naming policy and procedure document with the intention of naming parks and facilities after people who have donated significant contributions to the town. Requests from residents will need to go to either the Parks or Recreation supervisors for consideration and if they approve they will bring it to PRAB. A simple form for people to fill out is needed, in addition to the policy and procedure document. The first step is to have legal look at the document before it goes to the Town Board. Parks would like the Pavilions named. There is a list of recommended veterans from VFW and American Legion that could be honored with a Pavilion name. Judy is going to edit the policy document and create a form and bring back for PRAB to review.
  
- Tree Inventory Public Report & Arbor Day “Walk in the Woods” (Dave Pratt):  
This coming Saturday is Arbor Day, the Conservation Advisory Board and PRAB are hosting a couple guided walks 10 AM & 1 PM and the tree inventory findings and recommendations at the Community Center. Dave is looking into when a final report is coming from Davey Trees. PRAB would like to see the draft report that exists now, Dave will check to see if it can be shared with PRAB. The draft give recommendations for types of trees that would be ideal for street scaping.

### New Business

- Trail Memorial Stones (Judy Schmidt): The cost for the naming rocks for trails is approximately \$2,000. The current memorial rock at Nike Base was donated by the family. PRAB wishes to keep the memorial plaques consistent, with an affordable design. The town highway department's sign shop could potentially print them and include a QR code that will lead to the biography of the person. There has been one trail and one bridge that have been named already, where the families were notified. Existing named memorial trail will need a similar plaque as the new memorial plaques, once they are chosen.
- Nike Base Bathroom Security Lock (Judy Schmidt): Staff has to unlock the bathrooms in the morning and then lock them at night. Timed Automatic locks will allow staff to not have to go back in the evening to lock up. These locks could also make the bathroom available and open during weekends, when community members are likely to be using the trails and other park facilities. Bathrooms are accessible to public when the park is open, dawn to dusk. Joe obtained three quotes; #1 \$3,305 for installation and \$30 per month, tied in to fire alarm system and controlled by app. Quote #2 \$2,300, timed lock and program with laptop plugged into lock. Quote #3 \$1,400 a locked box above door indoors, run switch down, similar to softball light timer. \$350 for back up battery for loss of power. The GIPD said they can check on the bathrooms on their normal runs in the evening. Recreation is looking for PRAB to give a recommendation to the town board. This currently isn't in the Rec budget.
- Judy set forth a motion to recommend putting in timed automatic locks on the bathroom doors that open up to the outdoors at Nike Base Park, Bev seconded. All approved the motion. Dave will write a letter to the Town Board, stating the motion. The letter will go to Tom Digati. Tom will put it on the Town Workshop Agenda, letter needs to get to Tom by Thursday at 11 AM.

Town Board Liaison Report: (Pete Marston for Tom Digati):

Pete Marston – working on strategy for new trails on Grand Island.

Announced the Erie County Mark of Excellence award by the Erie County Environmental Council for the trail development on Grand Island

Town Department Head Reports

- Recreation Supervisor (Joe Menter):

2022 Community Center rental agreement was approved by Town Board.

Summer programs opened and Sports Craze filled up within 7 minutes. Golf also filled up quickly. More staff applications came in so they might be able to open up new sessions. Ted Kessler is running two fishing clinics. Thursday May 5<sup>th</sup> is the first one, land based program at the Community Center. Second Youth Clinic – two days, open for kids 8 – 17. Fishing from Shore. DEC will be helping out with Clinic. Kids 16 and over need a fishing license. There was a productive meeting with Miracle League, reviewing the contract and communications are improving.

- Senior Services (Jen Menter): Not present

- Parks Crew Chief (Tom Cecere):

From Natalie, Parks is having a hard time getting staff. The pay increase did go into effect. Five past staff members are coming back and 3 new ones. 8 weeks of tournaments.

Round table:

- Joe Menter – Need to look at program fees soon, Joe will prepare a summary of what they are, comparison from other towns, guidelines they have to follow. Have to be concerned about double taxation. Peter Godfrey gave a letter with criteria for fees from 2004. Currently 20% of cost from youth programs are covered by fees and 80% is covered by budget. Adult programs 80% of program cost is covered by fees and 20% is covered by budget. We cannot make a profit off of it. If we do raise fees, could there be a scholarship type program for lower income families?
- Dave Pratt – Tree Inventory recommendation to “Beautify Town Center” and to coordinate with Highway dept. to put trees in at the Town Center and possibly along some streets. Looking for a standard list of tree types we could put along streets. Dave has the list already, that Long Range Planning Committee should see.

Adjourn: Bev motioned to adjourn at 8:47 PM and Judy second.

Next Meeting: June 27, 2022