PELHAM RECREATION COMMISSION MINUTES AUGUST 10, 2026

PRESENT: Chairman Boyce, Vice Chairman Green, Commissioner Fee, Commissioner Bier, Commissioner Polenzani, Council Member McLoughlin and Program Supervisor Bartley

ABSENT: Recreation Supervisor Iannuzzi

OTHERS: None

PUBLIC COMMENT: None

CORRESPONDENCE: None

PASSING OF MINUTES: Commissioner Fee made a motion to approve the June 8, 2026 and the July 13, 2026 minutes, Commissioner Polenzani seconded the motion, and the Commission unanimously agreed to adopt the minutes.

COMMITTEE REPORTS:

Senior Citizens: Program Supervisor Bartley reported that the Seniors toured the Village of Pelham's new municipal building. At the end of that tour, Mayor Mullen fielded questions from the Seniors and provided them with lunch. The Seniors continue to participate in: exercise classes on Tuesday and Thursdays; Yoga on Fridays; and Walking Club and Art on Wednesdays. The seniors enjoyed "hot dog day" on Monday, July 27.

Finance: Program Supervisor Bartley identified and discussed various proposals to generate additional revenue from Recreation Department programs so that Recreation Department budget does not run a deficit. Bartley discussed the Recreation Department programs run by outside persons/entities and identified/explained the exceptions to the Recreation Departments 65%/35% split in revenue with each of those providers. When Bartley contacted neighboring Recreation Departments, she learned that other towns generally split revenues 80%/20%. At the September meeting, the Recreation Commission will continue that discussion so that final decisions be made in the budgeting process. Program Supervisor Bartley circulated a schedule of the costs the Recreation Department incurs for supervision and/or security at Recreation Department programs after normal working hours and on weekends. Councill Member McLoughlin will provide that information to the Town Council as it develops a uniform policy for the compensation of Recreation Department employees for those services. Before the August meeting, Chairman Boyce circulated an analysis of the Recreation Department's finances for the first six months of 2026. Council Member McLoughlin will share that analysis with the Town Council and inform the Recreation Commission at the September meeting of any discrepancy between that analysis and the Town's financial records.

Field and Facilities: None

Administration & Office Equipment: None

Public Relations: None

Program Coordinator: Recreation Supervisor Bartley reported summer camps have ended. Big Tots, Tiny Tots, Day Camp and Camp Mindfulness all ended on August 7. The recreation department will continue to provide outdoor sports clinics. Both Tennis and Soccer will run until September 4. Registration for fall programs will be available on August 24

New Business:

New Recreation Commissioners: The Recreation Department has posted an announcement on the Town website seeking applicants for two new Recreation Commissioners per the Town Council's previous decision to expand the Recreation Commission from five to seven members. The deadline for applications is the end of September. Chairman Boyce suggested creating a list of questions for applicants to help assess their qualifications and suitability for the positions. Council Member McLoughlin said that the Town may have a program for tracking applications. Program Supervisor Bartley disclosed that the Recreation Department has already received one application. Council Member McLoughlin mentioned that sometime back the Town Council received an inquiry from someone interested in serving on the Recreation Commission. As per the Town Council rules, the Recreation Commission will review all submissions and recommend two candidates to the Town Council for consideration with final approval and appointment made by the Town Council.

Website Improvements: Council Member McLoughlin said the Town is working on improvements to the Town's website, which includes the Recreation Department, and will consult with the Recreation Department during that process."

Westchester County Youth Bureau Proposals: Before the August meeting, Council Member McLoughlin circulated an announcement from the Westchester County government about Westchester County grants that may be available for recreation departments in Westchester towns. Council Member McLoughlin disclosed that the Town of Pelham has someone who can prepare grant applications on behalf of the Recreation Department. The group discussed seeking a possible grant to the Recreation Department for our special needs programing. On a related topic, Commissioner Fee asked whether the Town's drafter of grant applications could help with a grant seeking New York State grant to fund the installation of LED lighting equipment at Glover Field.

Old Business: None

Passing of Bills: Commissioner Green made a motion to accept the bills as presented and Commissioner Fee seconded the motion. The Commission voted unanimously to pass the bills. Commissioner Fee noted that each bill presented at the August meeting included the date the Town Council's previously approved payment and the number of the check issued for payment. Fee asked Council Member McLoughlin to allow the Recreation Commissioners to review these bills before the Town Council pays these invoices. Further, Commissioner Fee asked Program Supervisor Bartley to refrain from submitting an invoice to the Town until after the Recreation Commission has reviewed and approved the invoice. Finally, Fee offered that if a particular invoice is time sensitive that individual Commissioners would review that invoice before the next Recreation Commission meeting.

The meeting adjourned at 8:20PM.

DATE OF NEXT MEETING: September 14, 2026