

Parks & Recreation Committee

Meeting Minutes

10/24/2025 @ 5:30pm at Town Hall

Attendance:

Samantha Awand-Gortel- Committee Chair
Kevin Van Blarcum- Liaison to Town Board
Autumn Brookmire- Big Indian Park Manager
Barbara Mansfield- Parish Field Manager
River Houska- Dog Park Managers
Kerry Henderson- Skate Park Program Manager

Not present:

Nick Torres- Smith Park Manager
Kathy Williams- Glenbrook Park Manager
Christina Varga- Resource Development

Guests: NA

- **Meeting called to order at 5:30pm**
 - **Motion made by:** River
 - **Second by:** Kerry
- **Pledge of Allegiance**
- **Prior meeting minutes approval**
 - **Motion made by:** Barbara
 - **Second by:** Kevin
 - **All in favor:** Y

- **Glenbrook Park:**
 - Park Manager- Kathy Williams has been the manager of this park for many years and will be stepping down at the end of this year. We appreciate Kathy's time and dedication to Glenbrook! We will need to post for this position.

 - Playground update-
 - Dylan Callahan and Ted Norde removed some of the equipment on 10/14/25.

- We tried to save the cyclone to install in Big Indian Park, but it was very heavy, and the removal was not easy. It did get bent in the process and needed to be scrapped.
 - Highway discarded the equipment removed.
 - One piece needs to be removed and discarded before site prep for new playground can start. – Removed on 11/01/25
 - Signs were placed at Glenbrook to inform people why everything was removed.
- Town board signatures needed to pay the invoice for KOMPAN who will be delivering the new equipment.

- New Signs-
 - New sign frames have been installed, and highway will remove the old Glenbrook sign. Over the next few months, we will work on the content for the educational/informational signs.

- Entrance Wall Repairs-
 - River and Mike have been working on this and are almost finished.
 - We would like to paint a mural on that wall sometime next year.

- Dog Park-
 - Dogs of Shandaken Instagram has been created. Please follow, tag, like and share posts to promote dog park use.
 - Gate to small dog fence is still broken and completely open. We need to research proper door kits for spring 2026.

- Water Shut Off- The town will take care of shutting off the water soon.

- Storage Room-
 - We would like to get a keypad lock. Only town supervisor has this key and may not be readily available if needed.
 - Organize and clean out that storage room on Sunday November 16th @ 12pm.

- Bathrooms-
 - The door closures aren't strong enough to fully shut and latch the door, however they will close them to the point of the weather stripping.
 - River and Mike will be adding door closures and window film installation to their wall repair invoice. That will be expensed from grant funds.
- Report on Grant Funding- Once all items are checked off the list, Babs can report on this.
- **Parish Field:**
 - Mini Golf- We need to figure out when and where we will remove the course pieces and store them for the winter. Ellie measured the cubic feet of the mini golf pieces and thinks it will fit in the PFM shed.
 - Fallnicia- This Sunday, October 26th, 2025. The event will likely run until 3pm.
 - Parade lineup at 11:30 am at Phoenicia Elementary. Kick off at noon. Parade will end at the Parish Rectory Garage where the Phoenicia Rotary will pass out cider and snacks. They will then push people into Parish Field for Fallnicia.
 - Scarecrow contest kicks off- Scarecrows must be completed by Monday evening. Judging will take place between Tuesday and Thursday, and category winner will be announced on Halloween.
 - Trunk-or-treat, pumpkin painting, food and more will be in Parish field and set up between the PFM vendors and basketball court. This will create a funnel for people in the parade. I am also hoping that this will help mitigate parking issues on Ava Maria Drive, and people will park on main street or in the church parking lot.
 - Turkey Trot- Saturday, November 29th at 10am.
 - Register now to walk, run, or trot at www.phoeniciaturkeytrot.org or you can register day of the event at Parish Hall between 8:30 and 9:30am.
 - Proceeds will be given to The Good Company Club this year. Next year it will go back to the parks.
 - If you would like to volunteer at the event, please reach out to Autumn. It
- **Smith Park:**

- NY Forward updates- Not at this time.
- Skate Park updates- Kerry
 - Autumn suggested Kerry visit Gardiner skate park and pump track to see what Jasper Kahn did there with concrete for a multi-use space for skateboarders/bikers/rollers. It is about the same footprint as our tennis court and could be a good solution to include a pump track in the skate park design versus separate things. This suggestion came from Joe at Tahawus Trail builders who quoted us for the pump track, bridge and stone steps for smith park.
 - Fundraisers-They are still using the Zeffy campaign for fundraising. They will also have an event at Pine Hill Community Center on Sunday November 16th at 4pm. See attached flyer.

- **Big Indian Park:**
 - Love Your Parks Day- Saturday, October 18th, 2025.
 - We had a great volunteer turnout! Thank you to everyone that was there.
 - We removed old/broken/unsightly swings from both swing sets. They will be replaced when the new chains and hardware arrive.
 - Mulch was spread under both swing sets.
 - Rob Bolten sandblasted and primed the merry-go-round and the metal pieces to the seesaw. All of these were painted green and blue.
 - Benches- All wooden slats on the 3 benches were replaced by Steve at the highway. Stain them next year.
 - Ground lights were removed.
 - We tried to install the rock climber, but the hardware was missing and other pieces, so Autumn will be ordering these.
 - We will try to have one more day there to finish some of these projects before winter, otherwise the official Love Your Parks Day is the first Saturday in May.
 - Sunday 11/02 @ 1pm as the finishing date for the items that were left unfinished.
 - Replacing wooden beams on the seesaw
 - Hanging new swings
 - Paint basketball backboard and rim to match the play equipment.

- **Rock Cut Park:** Still looking for a manager.

- **Parks Cameras:** We will purchase in the spring and need signs saying the park is under surveillance.
- **Trash Cans:** We will come up with a plan for 2026.
- **Parks Reservation Calendar:** Google calendar created for parks reservations. Link added to Town website. Joyce, Autumn, Babs and Sam can edit the calendar.
- **Town Website:** Autumn sent Joyce some new information for our link on the website. Autumn is also creating a new Facebook and Instagram page for us.
- **Parks Comp Plan:** We should review this over the winter. There is a lot of good information in the current plan but needs updating.
- **Motion made by Kevin to adjourn the meeting, seconded by Kerry. Meeting adjourned at 6:24pm**

Our November meeting will be held on Friday November 21st at 5:30pm at Town Hall.