

**Management Staff Meeting
Parks, Recreation and Conservation Department
450 Saw Mill River Road, Ardsley NY, 10502
February 12, 2026
9:00 AM**

PRC ADMINISTRATION STAFF

Kathleen O'Connor, Commissioner
Peter Tartaglia, First Deputy Commissioner
William Bland, Deputy Commissioner
Kim Albert-McLaughlin, Program Administrator - Payroll/Personnel
Kevin Cook, Director of Recreation
Veronica Snyder, General Manager - County Center
Bill Schoenberg, Assistant General Manager – County Center (absent)
Jason Klein, Director of Conservation
Kerry Riguzzi, Manager – Fiscal Operations
Joe Rafferty, Acting Director of Golf
Joe Simoncini, Director of Parks
Clement Snipe, Application Support Specialist
Russell, Argila, Director of General Maintenance
Ron Anderson, Assistant Director of Parks
Rob Lopane, Director of Program Development (PRC Planning)
Angelo Palladino, Program Coordinator – IT
Laurie Sage, Director of Marketing
Frank Carrieri, General Manager (Playland)
Alex Massimi, Director of Concessions
Judith Allen, Executive Assistant

ITEM NO. 1 – COMMISSIONER REPORT

Commissioner O'Connor welcomed the Management Staff to the February meeting.

A. Staffing for 2026

Commissioner O'Connor pointed out that there is still a hiring freeze and that staffing has not changed.

B. Staff Conference Review

Commissioner O'Connor mentioned that Ms. Ciatto and the committee met yesterday to wrap up and review the 2026 PRC Conference. She went around the room and asked the staff what they thought of the Conference. The feedback was positive.

C. Tribute to Trinodd Habersham

Last week, a valuable staff member, Mr. Habersham passed away. He worked at Saxon Woods Park and was one of the honorees of the Extra Mile program at the 2026 PRC

Conference. Parks, Director Mr. Simoncini gave an eloquent speech which was to be presented to Mr. Habersham. The speech will be mounted and framed by Ms. Sage and presented to his wife at the funeral.

D. Goals & Objectives

The Management Staff was asked to prepare their goals and objectives which will be discussed at the March 12 meeting.

ITEM NO. 2 – PIP SUMMARY UPDATE – 27TH ANNUAL STAFF CONFERENCE

Instead of the monthly PIP review, Mr. Snipe showed the Management Staff photos from the annual 2026 February Conference.

ITEM NO. 3 – INFORMATION ITEMS

A. Department Policies

Please make sure your superintendents and foremen follow the department's sexual harassment policies. We have an established protocol once it is received. This policy will be sent out once more for your staff to review.

Due to inclement weather, a list of employees have been compiled for essential services. The inclement weather policy states that essential employees will receive an extra personal day in 2027. Employees who work in the office can work from home.

B. Incident Reports

Receiving of the incident reports in a timely manner has improved significantly. Please ask Ms. Allen for help if any members of your staff are unsure on how to handle reporting an incident.

C. Division Updates

• Park Planner

According to Mr. Lopane, the capital budget season has begun. He mentioned that he is working on bond requests. The vehicle acquisition requests have been deferred to March and he asked staff to take photos of any vehicles that are being decommissioned. Also, he has completed a draft of the Master Plan.

• Budget

Ms. Riguzzi and staff are still working on closing out fiscal year 2025 and the PIP Plan. She also noted that 90% of purchase equipment has been completed.

• Parks

According to Mr. Simoncini, his employees are working on snow removal and getting ready for the pools to open. Croton Point Park's Eaglefest event has been rescheduled for Saturday, February 14. The Parks staff is organizing the family fun days, spring, and summer events. On Sunday, February 15, Tibbetts Brook Park will host Billie's Birthday Walk. Camps reservations open on Friday, February 27, while baseball and soccer reservations open on Sunday, March 1. On Monday, March 16, camps opens.

- **Marketing**

Ms. Sage stated that her team is working on camps registration, lifeguard recruitment, the health and wealth expo, Playland, and the new event website. She also noted that the new URL website for the County will be rolling out in March. The updated Marketing Plan was discussed, and the updated policy was signed by the First Deputy Peter Tartaglia.

- **Recreation**

Mr. Cook stated that his team are currently planning the spring and summer events. The White Plains Hospital is sponsoring a fitness program to be hosted at Kensico Dam Plaza. The summer concert series will soon be scheduled.

- **General Maintenance**

Mr. Argila stated the cold weather is keeping his staff busy. They are working on the golf courses, pools, and repairing damaged pipelines. The Dunwoodie women's restroom is being renovated and a cabin at Mountain Lakes is being upgraded. When the cabin is not being used for camp, it can be rented. He also mentioned that temporary heaters were purchased, if a facility needs one.

- **Information Technology**

Mr. Palladino stated that Muscoot, Hilltop, Lasdon and basketball camps are up and running. His staff is testing the RV Camping system at Croton Point Park and updating golf equipment at the golf courses.

- **Human Resources**

Ms. Albert-McLaughlin stated that her team is working with the IT Department on an electronic application for the Playland Job Fair and Park facilities. Also, thanks to Mr. Palladino and Ms. Riguzzi, the HR Department has acquired eleven fingerprint pads which are portable.

- **Concessions**

Mr. Massimi stated that the Little League Nursery is renovating the bathroom at Lenoir Preserve and the County Tennis Club is considering installing a Padel Court. He did a walk thru at Playland's beach and pool food RFP and is working on the terms of the food contract with Culinart.

- **Golf**

According to Mr. Rafferty, Director of Golf, Rich Belizze and Mohansic greenkeeper, William Kelly retired on January 23. All six golf courses are scheduled to be reopen on Wednesday, March 18 weather permitting. The mechanics are currently working on repairing the equipment.

- **Conservation**

Mr. Klein thanked Mr. Palladino for his assistance with the Muscoot Camp registration, which went live, and the General Maintenance team for their assistance at all Conservation facilities.

- **County Center**

Ms. Snyder noted that Section One Wrestling and Dancing with the Stars were sold out. The Royal Hanneford Circus will be in town on Presidents weekend.

- **Playland**

Mr. Carrieri mentioned that his staff is currently working on the Playland rides. In order to hire staff to work at Playland, he and his staff is working together with Ms. Albert-McLaughlin at the job fairs. He said that the president of the soon-to-be Friends of Rye Playland is Robin Latimer.

D. Retirements

Ralph Hanson, Head Automotive Mechanic/Fleet Manager is retiring at the end of the month. A retirement party is being held for him at the Whiskey Lounge in White Plains on March 5.

E. Miscellaneous

None

ITEM NO. 5 – DATE OF NEXT MEETING

The next Staff Management Meeting is on Thursday, March 12 at 9 a.m.

Submitted by,
Judith Allen