

**BRIGHTON PARKS AND RECREATION DEPARTMENT  
CITIZEN'S ADVISORY BOARD**

**MEETING MINUTES**

January 29, 2018

ATTENDANCE: Matt Beeman, Denis Conley, Becky Cotter, Mark Kokanovich, Linda Leavitt, Jackie Marchand, Supervisor William Moehle, Ray Warrick, Councilman Chris Werner, Mike Zobel

APPROVAL OF MINUTES: Minutes from the November 27, 2017 were approved with removal of sentence that includes "the town board would make that happen.." . Move to change by Ray Warrick, seconded by Jackie Marchand.

**BUSINESS MATTER:**    **VETERANS MEMORIAL SIGN PROJECT** – Committee will reconvene, no date is set at this point.

MATTER RE: PARKS SUPERINTENDENT'S REPORT – Matt Beeman

- Requests for fields are coming in, talking of possible partnership to start using Brookside fields for some of Town Sports.

MATTER RE: RECREATION DIRECTOR'S REPORT – reported by Becky Cotter

- Cabin Fever was Sunday, January 28th. There were over 20 Direct Sales Vendors and the event was very well attended by the public. The Brighton Wardrobe also had a sale and were thrilled with how the day went for them. This is a great community event that we do every year to kick off the start of Winter/Spring programs and get the community out into the Recreation Center. Katie coordinates the event with the vendors and staff all help out the day of.

- Winter/Spring program registration has started and has been going well. The Recreation Department continues to see registrations coming in online in the evening hours and over the weekend when the Recreation Department is closed. The Online Registration has allowed the Department to "Stay Open for Business" 24 hours a day!

- Summer Program planning has begun and staff will be working together to make sure that we are offering a wide variety of affordable programs for the community.

- Planning for the Summer Concert series has started. Sponsor requests have gone out to cover the costs of the series.

- Farmers Market, RFP's received in the fall were rejected. They came in much higher than expected. The contract with Insite Architecture has been extended to allow for a redesign of the bid documents. The redesign will include a more itemized structure of the amenities so that we can better prioritize and select what needs to be included. The grant funding for part of the project has also been extended to allow for this redesign.

**SUBCOMMITTEE REPORTS:**

YOUTH & FAMILY – provided by Coleridge Gill

*From Michele Aman:*

- Many classes have started for this new season including: Big Hand Bridge, Learn to Skate, Fencing at FRES, Tennis and Disc Golf Putting.

- The Rochester Razorsharks professional basketball league visited our basketball leagues on 1/27 and 1/28

- On 1/28 I assisted Katie with the Cabin Fever Special Event

- There are some exciting new classes coming up: Ski and Snowboarding Lessons at Northampton Park and a Foam Dart League at FRES!

- I am currently working with my instructors on summer planning and working with past summer past staff on their return for 2018

*From Katie Tytler:*

- Cabin Fever Sale was yesterday. We had 19 vendors in attendance. The event was well attended and the vendors were pleased with the event.
- Summer program is starting. We are gathering ideas. I will reach out to staff from the summer to see who is returning and figure out how many positions we have vacant.
- Barracudas started this month, lap swim and aqua continue to run. Swim schedule changes for Feb & Mar due to PE classes using the pool.
- Pre-School classes are started for the Winter as well and continue to run well.

FACILITIES & PARKS – reported by Mark Kokanovich

This is a brief report regarding our Facilities and Parks. Facilities are now closed and winterized. We are busy preparing our equipment and facilities for spring operation. We have had additional fields requested by our spring youth sport groups. We are also working on readjusting our facility rental policies and procedures based on recently collected benchmarking data.

**TOWN PARK:** - Coordinating Capital Improvements which will include new concrete walkways, parking lot repair and sealing, sewer catch basin replacement, ADA automatic door for lodge, new roof and new windows.

- General Park Cleanup.
- Plumbing and Urinal repair in men's bathroom.
- Scheduling all annual alarm and fire inspections • Completed an extensive perimeter garbage pick-up off Sawgrass drive (non-park property)
- Inventory of equipment and supplies PERSIMMONS PARK:
- General Park weekly garbage cleanup MERIDIAN PARK:
- General Park Cleanup
- Equipment Maintenance
- Scheduling all annual alarm and fire inspections
- Trail Maintenance

- Inventory of equipment and supplies
- Facilities are closed and winterized

- Working with Brighton Ambulance to secure a second AED machine which would be stored outside at Meridian Center Park in a locked weatherproof case. Combination to case would be shared with all youth and adult sport organizations who utilize athletic fields.

**BUCKLAND PARK:** - Facilities have been closed and winterized

- Preventative maintenance on all equipment
- Lodge will be closed on Feb 12- Feb 16 for more extensive maintenance projects that cannot be done with the volume of rentals.
- Scheduling all annual alarm inspections
- We have discovered a drainage issue at Buckland Park that may be responsible for the wet trail conditions on the west side of the park. Working with highway and sewer departments to schedule some work to alleviate the problem.
- We are working closely with Brighton Baseball on field maintenance projects
- Inventory of equipment and supplies

**SANDRA FRANKEL NATURE PARK/BRICKYARD TRAIL:** - General park walkthrough

**CORBETT'S GLEN:** Ongoing landscape /trail maintenance to keep trails clear of debris.

- We will continue our trail rebuilding efforts as soon as weather permits.

**LEHIGH VALLEY TRAIL** - General Trail Maintenance

- Tree limb removal

**BUCKLAND FARMHOUSE/VETERANS MEMORIAL:** - Scheduling all annual alarm inspections and building inspections

- Replanting of rose bushes around Veterans Memorial will take place in the spring.
- 4" and ¾" Backflow pressure valves were rebuilt in basement.
- Water Meter replacement
- Emergency furnace repair on January 4th. Furnace stopped working.

**OTHER:**

- Installed new signage at Lynch Woods to curb hunting and ATV use
- We will be working on removing large tree debris from song bird trail behind St. Johns Meadows

- New playground replacement equipment will be getting installed at Town Hall, Buckland and Town Park Playgrounds.

BRIGHTON SENIORS – reported by Emily Kelsey

- **1/9 WINTERFEST BANQUET** 10:00 am - 1:00 pm at Buckland Park Lodge ([1341 Westfall Rd.](#)) Join us as we celebrate Winter! Includes games, a cozy lunch at 11:30 am, and lively music will follow. The bus cost is \$4 from home & \$2 from the Center, or you may meet us there!
- **1/11 RMSC Planetarium Trip** We will leave from the center at 10:30 am to catch the show Seasons Phases & Eclipses at the Planetarium, then we will head to lunch at Nathan's Soup & Sandwich.

- **1/25 Conservatory Trip** We will leave from the center at 10:00 am and go check out the Midwinter Cyclamen display. Get inspired by the greenery and beautiful forced bulbs. We will head next to Red Lobster for lunch (separate checks). The cost is \$4. Please rsvp by 1/23.

- **1/30 "SUPER" BOWL OF CHILI LUNCHEON** 11:15 am Town Supervisor Bill Moehle is back to dole out chili with a side of town updates. We hope you will come for this classic annual tradition. Cost is \$3 rsvp by 1/21.

PEDESTRIAN/BICYCLING TRAIL COMMITTEE –reported by Jackie Marchand

Nothing new to report at this time.

COMPREHENSIVE PLAN COMMITTEE – reported by Mark Kokanovich

Committee will be meeting 2/23 and will be actively getting plans formalized and ready for public input.

BRIGHTON BASEBALL – reported by Michael Zobel

Early registration will be open through February, have 170 people registered. Opening Day is May 5th.

BRIGHTON SOCCER – reported by Mike Tullio

They have been accepted into Monroe United Soccer League. Registration begins early February. Season runs Memorial Day through July.

TOWN BOARD REPORT: reported by Councilmember Chris Werner

Town big issues: 1925 S. Clinton, negotiated with project to fill in spaces where there are no sidewalks with project. Pinnacle subdivision into 9 properties, committed land. Whole Foods submitted environmental impact statements, meeting February 28<sup>th</sup> for Zoning. Amenities included extending biking/hiking trail from Clover to Highland, 2 miles of trail.

**FOR THE GOOD OF THE ORDER:**

- Corbett's Glen Advisory: Fencing off portions of park that are eroding to protect the stream. Enforcement of ban for entering the water, possibly seasonally. Town Board's goal is to put changes in place by May 1<sup>st</sup>.
- Friends of Brickyard trail have a website, suggestion was made to make it Friends of Brighton Parks.
- A suggestion was made to have Clean Sweep go to Corbett's Glen.

MOTION TO ADJOURN MEETING AT 6:20 PM was made by Mark Kokanovich, 2nd by Ray Warrick

**NEXT MEETING DATE: MONDAY, February 26, 2018** at 4:30 pm.

In the Brookside Senior Lounge

**\*\*If you are unable to attend this meeting or will be late, please contact Denis Conley at 585-784-0231 or Linda Leavitt at 585-784-5265.**