

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

**MEETING MINUTES**

February 26, 2018

ATTENDANCE: Denis Conley, Becky Cotter, Mark Kokanovich, Linda Leavitt, Jackie Marchand, Supervisor William Moehle, Ray Warrick, Councilmember Robin Wilt

APPROVAL OF MINUTES: Minutes from the January 29, 2018 Meeting were approved.

**BUSINESS MATTER:**

MATTER RE: VETERANS MEMORIAL SIGN PROJECT - The Board discussed the VM sign project, Winter Farmer's Market and Community Garden. The Department's recommendation is to add a "Brighton Veteran's Memorial" placard to the existing "Buckland Farm House" sign post and repair the lighting for the combined sign. A stone sign could be added as part of the access road changes planned for the Winter Farmer's Market development. Also, the Board recommended that the light for the flag pole be upgraded and white fencing could be added to tie things together with the Buckland House.

MATTER RE: PARKS SUPERINTENDENT'S REPORT – Matt Beeman

- Working on coordinating Carmen Clark Lodge New Roof, Windows and New ADA door installations.
- Setting up installation of new slide
- Working with Highway department to solve drainage issues in Buckland Park
- Plans to replace rose bushes at Veterans Memorial
- Cleaning of trails an ongoing effort.
- Setting up inspections and getting water turned on at the parks.

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

- Summer Program Planning is ongoing. The Summer Brochure is being created and staff are diligently working to coordinate our program offerings.
- Summer Camps are being put into place to ensure our usual offerings for summer. Facility requests have been done in the school buildings and we are starting to evaluate our staffing needs for the summer. There will be more options this year to extend the camp day for some of the weeks to meet that need for parents
- The Summer Concert Series schedule is being finalized, sponsorship requests have gone out. We are planning again for a 6 week series at Buckland Park.
- We have a great new offering this spring: Safe Cycling focuses on getting participants more comfortable riding their bikes on the road and it taught by certified cycling instructors! This is a great addition to our offerings and we are hoping it will be well received by the community. Class starts in May!

**SUBCOMMITTEE REPORTS:**

**YOUTH & FAMILY – provided by Coleridge Gill**

From Michele Aman:

- This first weekend this month we had a new program - Ski/Snowboard Lessons at Northhampton Park. It has been very successful with 33 total participants. We also continued Fencing at FRES and the Fencers in Training Program

- The Mini-Hoopsters basketball league ended on February 4th and the Brighton Development league ended on February 24th. Staff and participants had a lot of fun this season and we saw a lot of growth in the kids!
- During February Recess we offered Babysitter's Training with 22 participants and Home Alone Safety with 20 participants. I also coordinated our traditional all-day camp with 20 -25 participants each day.
- Coming up I have new sessions of tennis, Learn to Skate, rock climbing and Bridge starting in March. We also have the Brighton Boys Lacrosse K-2nd grade league that starts March 11th.

From Katie Tytler:

Pool was closed for a few weeks as the PE classes were using the pool for the students. Swim lessons began again on March 7 for the Spring session. Pre-school programs are going well. March sessions are underway. Breakfast with the Bunny is on March 24, we are busy preparing for this. This is a popular family program. Summer staff return letters went out and about 50% have replied.

**FACILITIES & PARKS – reported by Mark Kokanovich**

This is a brief report regarding the main park areas and facilities. Other park areas are tended to on a regular basis. Facilities are still closed and winterized. We are busy preparing our equipment and facilities for spring operation. Park Field Use meeting is scheduled for Thursday March 1st. Field supplies are being inventoried and ordered. Mowing and refuse contracts are being renewed for 2018.

**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. Proposals for new roof and windows are due by Friday March 2<sup>nd</sup>. Scheduling all annual alarm and fire inspections. Completed an extensive perimeter garbage pick-up off Sawgrass drive (non-park property). In the process of removing and installing a new playground slide. 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 for year-round park users, spring field maintenance plans are being formulated. Youth sport groups are beginning to request field usage. 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 are still closed and winterized. Preventative maintenance on all equipment. Lodge was closed on Feb 12- Feb 16 for more extensive maintenance projects that cannot be done with the volume of rentals. Lodge was re-opened on Friday 2/16. 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. Spring field maintenance plans are being formulated. Youth sport groups are beginning to request fields. Inventory of equipment and supplies. Broken playground slide is being removed and replaced.

**SANDRA FRANKEL NATURE PARK/BRICKYARD TRAIL:** General park walkthrough and maintenance.

**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, and various tree limb and brush 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 3/4" Backflow pressure valves were rebuilt in basement. Water Meter replacement.

**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

BRIGHTON SENIORS – reported by Emily Kelsey

- 2/7 BHS Play: Crazy For You Catch the Senior Matinee Preview! The show cost is \$5, which includes your ticket and a boxed dinner. To reserve yours, call 242-5200 x5047. If you would like a ride from home or to park at the Town Hall and ride to the show, please let me know by 1/31. There will be a \$2 bus fee. (Sign up by 1/31)

- 2/21 Mad Hatters Trip to Genesee Brew House Another fun activity planned by the Mad Hatters! Lunch on your own at the restaurant then a guided tour of one of the oldest and largest continually operating breweries in the US. \$2 for the bus, registration due 2/13. For more information about this trip or how to become a Mad Hatter Group Member, contact Doreen Spero.

- 2/22 Estate, Legacy & LTC Planning This informational workshop & discussion is for retirees. This is a free event, but seating is limited! Get the specifics about what you need to prepare for retirement or what to do now that you have retired. Negate income taxes that your beneficiaries would have to pay when they inherit, Utilize your required minimum distributions from IRA's & more! Call 721-2385 to reserve your seat. 3 pm in the Senior Lounge.

PEDESTRIAN/BICYCLING TRAIL COMMITTEE –reported by Jackie Marchand

May 9<sup>th</sup> is National Bike to School Day. Penfield Indian Landing School has great participation in this, Bill Moehle hoping maybe we could get involvement here in Brighton. June 9<sup>th</sup> is Rochester Women's Bike Festival.

COMPREHENSIVE PLAN COMMITTEE – reported by Mark Kokanovich

The committee is moving forward with the final draft. The Environmental Impact draft will be complete and reviewed at April meeting. Hoping to get Town Board approval in May or June.

TOWN BOARD REPORT: reported by Councilmember Robin Wilt

- New policies for park rentals being worked on as well as implementing a \$250 deposit. There will be rental cost increases, greater increase will be seen in non-resident rental costs.
- The architects who designed the Brickyard trail have won an award for the design.
- The farmers market project is await rebids.
- Clean Sweep date is May 12<sup>th</sup>, shredding and recycling day is May 19<sup>th</sup>, pharmaceutical take back is April 28<sup>th</sup>.
- Forming a beautification committee, intention being to keep utility boxes painted. Roselawn Rose Garden and

CORBETT'S GLEN ADVISORY BOARD

Corbett's Glen Advisory group has not met since our last meeting. Thoughts were to form a "Friends of Corbett's Glen" and wants input as to what this group could do.

FOR THE GOOD OF THE ORDER:

Supervisor Bill Moehle suggested making it "friends of Brighton Parks".

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

**NEXT MEETING DATE: MONDAY, MARCH 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 (denischemist59@gmail.com) at 585-784-0231 or Linda Leavitt (LLeavitt@townofbrighton.org) at 585-784-5265.