

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

MEETING MINUTES

April 30, 2018

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

APPROVAL OF MINUTES: Chris Werner moved to approve the minutes from the March 26, 2018 meeting with the addition of the Brighton baseball report, second by Coleridge Gil.

BUSINESS MATTER:

RE: VETERANS MEMORIAL SIGN – Brighton Veterans Memorial Committee meeting Thursday. Matt Beeman received updated price for the sign, just under \$1000. Once that is approved, 2-3 week turnaround time for the sign. Finance would like Matt to get a second quote from another vendor so he is working on that. Caccamise Electric is working on the lighting issues at the sign by road near Buckland Farmhouse. Landscaping around Veterans Memorial is scheduled to be done this week or next. Goal is complete all work before Memorial Day.

RE: PARKS SUPERINTENDENT'S REPORT – Matt Beeman

- Town Park window and roof replacement is complete.
- Struggling to get on the fields, hopefully this week of warm weather will help dry out the fields.
- Chains were cut and goals were dragged onto fields at Buckland Park, damage has been repaired.
- Monroe County Block Grant covering getting concrete replaced out front of Carmen Clark Lodge and will be completed by November election day.
- Catch basin replacements being completed by highway department, should resolve the parking lot issues.

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

- Summer Camp registration went smoothly, other than “merchant” issue with our system which was resolved quickly.
- Increased fees of summer camps with no negative feedback.
- Working with Robin Wilt on Clean Sweep which is May 12th.
- Memorial Day Ceremony is May 28th at 2:00 and working on that.
- Emily ran a Swing Dance which had approximately 40 attendees. Music was good and all who attended enjoyed.
- Michele organized the Fishing Derby which was very successful despite the inclement weather that day.

SUBCOMMITTEE REPORTS:

YOUTH & FAMILY – provided by Coleridge Gill

From Michele Aman:

- The Annual Fishing Derby was held on Saturday, April 28th at Brighton Town Park with 56 participants registered, 16 more than last year! Three prizes were given out to children who caught the most fish (measured by weight) and one prize was given to the child who caught the biggest fish, the "lunker" award. Each child who came was able to leave with a fishing-related prize (such as bobbers, a hook remover, a floating keychain) provided by the Rochester Bassmasters and "Field and Stream".
- Monday, April 23rd was a conference day off from school. We provided several programs for kids: Babysitter's Training with 8 participants, Home Alone Safety with 22, and a "Full Day Fun Day" with 15 participants.

- Coming up I will be assisting Katie with the Mother/Son Bingo on Friday, May 4th and the Daddy/Daughter Dance on June 1st.
- I am still actively interviewing and hiring for several summer camp positions. Please pass on my contact information to anyone who is interested in working with kids over the summer!

From Katie Tytler:

- Mother/Son Bingo is this Friday, we currently have 35 participants registered. This is a fun event.
- Daddy/Daughter Dance is Friday June 1. We currently have 33 participants registered for this program.
- Town Hall pool is schedule to open Wed. May 2 to begin cleaning up and getting it ready for summer. The pool will open to the public June 16.
- Lifeguard interviews for summer positions have been going on. I do have a few positions open if you know of anyone that is interested please pass along my contact info.
- Also working on summer staff training & re-certification classes.

FACILITIES & PARKS – reported by Mark Kokanovich

This is a brief report regarding the main park areas & facilities. Other park areas are tended to on a regular basis. Winterized facilities were opened for the season on April 25. We are busy preparing our facilities for spring operation. Seasonal laborers will begin shifts in April and May. Field supplies are being inventoried, ordered and delivered. Mowing and refuse contracts are renewed for 2018. We are getting a much larger field use request from various town groups which will impact our projected revenues from outside groups.

TOWN PARK:

- Continuing to coordinate 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.
- Carmen Clark Lodge roof and windows were replaced last week. The project was completed on time and under budget.
- Various new tree plantings
- All fire alarm inspections have been completed
- 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.
- We are updating policies and procedures for our rental facilities that will include rental fee increases, rental times and a security deposit for damages.
- Preventative maintenance and tune ups on all park equipment.
- Replacement of outdoor grills

PERSIMMONS PARK:

- General Park weekly garbage cleanup

MERIDIAN PARK:

- Park equipment has been serviced for spring operation
- All annual alarm and fire inspections have been completed
- Continuing trail maintenance for year-round park users
- Spring field maintenance plans are being implemented.
- Youth sport teams are trying to utilize fields
- Inventory of equipment and supplies
- Water was turned on April 25th.
- Working with Brighton Ambulance to secure a second AED machine which will 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:

- Seasonal facilities were opened up on April 25th
- Preventative maintenance on all equipment
- All annual alarm inspections have been completed
- 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 see if any work can be done with town forces to alleviate the problem.
- We are updating policies and procedures for our rental facilities that will include rental fee increases, rental times and a security deposit for damages.
- Spring field maintenance plans are being implemented
- Youth sport seasons have started to use the fields
- Inventory of equipment and supplies
- Large broken playground slide has been excavated and replaced.
- Replacement of outdoor grills near pavilion.
- We will be continuing to plant trees in various areas of the park to replace ones that have been removed over the years.

SANDRA FRANKEL NATURE PARK/BRICKYARD TRAIL:

- Daily general park walkthrough and clean-up.

CORBETT'S GLEN:

- Ongoing landscape /trail maintenance to keep trails clear of debris. Unfortunately, during this time of year there is little we can do because of the wet conditions.
- We will continue our trail rebuilding efforts as soon as weather permits.
- We are looking at placing signage that will educate park users as well as enforce park regulations such as entering the water.
- We are working with various local tree companies to take donated wood chips from various job sites to use on the park trails.

LEHIGH VALLEY TRAIL:

- General Trail Maintenance
- Various tree limb and brush removal

BUCKLAND FARMHOUSE/VETERANS MEMORIAL:

- All annual alarm inspections and building inspections
- Replanting of rose bushes around Veterans Memorial will take place in May.
- Garden and walkway maintenance

OTHER:

- We will be working on removing large tree debris from song bird trail behind St. Johns Meadows. Currently re-scheduled for the beginning of May because of wet conditions.

BRIGHTON SENIORS – reported by Emily Kelsey

- Tomorrow, May 1st we are starting the day off with the Jon Turner & Bobbie's monthly **Sing Along**, then we will hold our semi-annual **Friendly Forum** after lunch bunch from noon to 1 pm—I hope you can make it to share your thoughts and ideas, but if you are unable to, please e-mail any suggestions and I will share them on your behalf or take them into consideration. This meeting gives us the perfect opportunity to recall past events and collectively put together future plans for major events.
- This Thursday, May 3rd will be our first trip of the season to the **Rochester Public Market**, and for a \$4 round trip, you can skip the hassle of parking and ride with us!
- Our friend, **Howard Weiss**, presents "**La Boheme**", **Act One**, on Tuesday, May 15th after the chicken French lunch bunch at noon!

Our **Town Clerk, Dan Aman** will be around that day too, and he plans to give us a briefing on the Yellow Dot Program, which helps first responders who need to provide immediate medical attention to crash or other emergency victims.

- A special "Thank you" to Eloise Myers! Her response to my previous "What means spring to you?" e-mail, inspired the lilac-theme for the May calendar! Let's hope the weather gets inspired too, so we can enjoy the beauty and scent of lilacs later this month

PEDESTRIAN/CYCLING TRAILS COMMITTEE – Reported by Jackie Marchand

- The Highland Crossing Trail is at risk of losing funding because of missing easements.
- 4.5 foot shoulders were approved with the paving of Route 96.
- Bicycle Blvd. signing streets to make them friendlier for bikes.
- Some of the new sidewalks on Clinton and Monroe are deteriorating significantly.

TOWN BOARD UPDATE – reported by Chris Werner

- Whole Foods reducing square footage, closing off Allen's Creek Road and Clover Street access
- DiMarco going forward with ongoing Pinnacle development off Highland Ave, donating 7 acres to Persimmon Park.
- Source of Income Law still under discussion.
- Community Choice Aggregation –Sourcing green energy was approved using an energy supplier, ESCO.

CORBETT'S GLEN ADVISORY COUNCIL – reported by Ray Warrick

- Was in contact with Jack Schrader from Washington Grove Friends Group. Their group is a 501C3 not for profit, with no membership or board of trustees. They have an email list that the email schedule of work plans. They also have issues with invasive plants. They are able to get grants to plant trees because of their 501C3 status. They get help from Boy Scouts who do projects as well as all kinds of work groups who volunteer (work parties, Clean Sweep, Day of Caring, students of U of R, RIT, Fisher). Discussed getting a 501C, there is a fee involved.

BRIGHTON BASEBALL – reported by Mike Zobel

- Opening Day is Saturday, May 5th. The Parade begins at 11:00 followed by the opening ceremony at the Middle School.
- There will be a Homerun Derby for 8, 10 and 12-year olds on May 19th.
- Rick Bentley is no longer running the Concession Stand, looking at other options.
- Started the Challenger Program which is for developmentally delayed, they have 8 registrants.

MOTION TO ADJOURN MEETING AT 6:30 PM by Chris Werner, 2nd by Coleridge Gill.

NEXT MEETING DATE: MONDAY, MAY 21, 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.