

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

MEETING MINUTES

March 25, 2019

ATTENDANCE: Mark Kokanovich, Rebecca Cotter, Linda Leavitt, Matt Beeman, Coleridge Gill, Chris Werner, Mike Zobel, Ray Warrick, Denis Conley, Jackie Marchand, Town Engineer and Director of Public Works Mike Guyon, Town Supervisor Bill Moehle.

APPROVAL OF MINUTES: Mark Kokanovich motioned to approve 28 January 2019 meeting minutes, second by Jackie Marchand.

BUSINESS MATTER:

RE: Winter Farmer's Market Project Update – Mike Guyon

Mike presented draft architectural drawings of the proposed new layout for the winter farmer's market project at the Buckland Park. A new road cut location for the entranceway was approved by the county that will provide cost savings on site work costs. The proposed new layout will be provided to the public shortly for feedback.

RE: PARKS SUPERINTENDENT'S REPORT – reported by Matt Beeman

- Getting prepared for Spring opening of the park fields.
- Water will be on by May 1st, possibly by the end of April.
- Implementing coding system for tools to help keep organized across each Park.
- Capital improvement projects at Town Park include an upgrade to the heating system and the existing fireplaces.
- Two fields will be rested this spring with one possibly reopened in mid-June.
- Fields are being renumbered from 1-8, old numbering system started at 17 to 24. There will be new signage prepared for the fields with the new numbering scheme.
- Looking into grants for replacing the playgrounds. One grant with Game time will not be available until October 1st, another is a Spring time grant which includes installation which is a big plus.

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

- Summer Brochure is being finalized. Staff have been making sure all programs are set working around BCSD construction projects. We are trying our best to offer comparable programming to years past with as few changes as possible.
- Indian Landing Elementary School (ILES) has been secured as a location to offer summer camps. ILES will be for 1st - 5th graders to provide additional space to those who will not be accommodated at French Road Elementary School (FRES). Enrollment at FRES is limited this summer due to areas available to us and the lack of a playground for us to use due to construction activities.
- I have been working with Mary Jo Lamphear to put together a Docent program for the Buckland Farmhouse. Sign-ups are being done online, and we will be offering periodic trainings so that we can set a regular schedule for the house to be open for tours and programming.
- The town has identified a group of community members/organizations with a common interest in the house and we will be working with them as we develop the schedule of use.
- Mary Jo and I will be giving a presentation to Brighton Rotary to ask for financial support to make some necessary improvements to the house to make it function better.
- Planning for the Community Garden has been going well. The Community Garden manager position has been transitioned to Ann Horn Jedy this year. Sue Gardner Smith will be available for questions as needed. She has been doing a great job and applications have been coming in!
- We still have Winter/Spring programming availability and have been trying to promote them through all outlets possible.

SUBCOMMITTEE REPORTS:

YOUTH & FAMILY – provided by Coleridge Gill

From Michele Aman:

- This month we had lots of programs starting up successfully such as the Instructional Basketball program with 55 participants, Tennis, Foam Dart League, Learn to Skate and Snapology.
- I took 12 participants to Lasertron on 3/22 for their spring recess day in our new Recreation Department van.
- Coming up I will be assisting with the new "Bunny Bash" on April 5.
- We are offering April Recess camp running April 15 - April 18.
- Currently hiring for several summer camp positions if you know of any interested and qualified candidates have them contact me!

FACILITIES & PARKS – reported by Mark Kokanovich

From Matt Beeman:

This is a brief report regarding the main park areas & 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. Seasonal laborers will begin shifts in April and May. Field supplies are being inventoried and ordered. Mowing and contracts are being rebid for 2019. We are getting a much larger field use request from various town groups which will impact our projected revenues from outside groups. Water will be scheduled to be turned on at the end of April.

TOWN PARK:

- Continuing to coordinate Capital Improvement requests. Future requests to include updating the heating system and fireplace inserts at the lodge.
- Scheduling all annual alarm and fire inspections
- Construction has begun on the Highland Crossing Trail.
- Completed an extensive perimeter garbage pick-up off Sawgrass drive (non-park property)
- Inventory of equipment and supplies.
- Tool coding and organization
- Preventative maintenance and tune ups on all park equipment.
- Replacement outdoor grills are being installed.

PERSIMMONS PARK:

- General Park weekly garbage cleanup
- We have posted signs to warn people not to dump debris in the Park

MERIDIAN PARK:

- General Park Cleanup
- Equipment Maintenance for spring
- Scheduling all annual alarm and fire inspections
- Continuing trail maintenance for year-round park users
- Tool coding and organization
- Spring field maintenance plans are being formulated
- Youth sport schedules are being organized
- Inventory of equipment and supplies
- Water will be turned on at the end of April.
- Working on securing grants that will be used to replace park playground.
- 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 will be opened up at the end of April.
- Preventative maintenance on all equipment.
- We will be removing the Park Sign in order to have it repainted.
- Tool coding and organization
- We are scheduling the work to replace all lodge doors which was approved as part of the 2018 CIP request.
- Scheduling all annual alarm inspections
- Spring field maintenance plans are being formulated
- Youth sport schedules are being organized.
- Fields # 23 and #24 will be closed for maintenance this spring.
- Inventory of equipment and supplies
- Replacement of outdoor grills near pavilion.
- We will be continuing to plant trees in various areas of the park once weather permits. We are working closely with Brighton High School Lorax Club and Color Brighton Green. We have a round of plantings that will be taking place over Arbor Day Weekend.

SANDRA FRANKEL NATURE PARK/BRICKYARD TRAIL:

- Daily general park walkthrough

CORBETT'S GLEN:

- Ongoing landscape /trail maintenance to keep trails clear of debris.
- Daily general park walkthrough
- We will continue our trail rebuilding efforts as soon as weather permits.
- Various tree limb and brush removal

LEHIGH VALLEY TRAIL

- General Trail Maintenance
- Various tree limb and brush removal

BUCKLAND FARMHOUSE/VETERANS MEMORIAL:

- Scheduling all annual alarm inspections and building inspections
- Replanting of additional rose bushes around Veterans Memorial will take place in the spring.
- We will be re-installing the road sign to replace the warped posts.
- Non-functioning Tamper devices on water mains are scheduled to be replaced.
- Replacing fire system line air compressor which has malfunctioned.

12 CORNERS TRIANGLE PARK:

- We have taken over the majority of the maintenance at 12 corners from the highway department.
- The 2019 budget allows for dedicated funding for ongoing plantings, maintenance and repair of the gazebo.

OTHER:

- Installed new signage at Lynch Woods to try and curb unauthorized hunting and ATV use.

BRIGHTON SENIORS – reported by Emily Kelsey

- Spring is always a fun time here at the Brighton Senior Center, and we are looking forward to many special events and programs!
- We have the Euchre Tournament set for Friday 4/5.
- the first DEAR program is on 4/10 at 10:30 am Vintage Fashion of the 1960's. Do you have an appreciation for Fashion? By popular demand, we will spend some time talking about the decade's hit fashions some of the background of the 60's. If you have any vintage fashions you would like to display, please contact Emily by 4/9. Feel free to dress to the decade!
- the second DEAR program is 4/24 at 10:30 am Founding Father: Patrick Henry with Joe Meli. Patrick Henry was one of the Founding Fathers of the United States and the first governor of Virginia. He was a gifted orator and major figure in the American Revolution. -

PEDESTRIAN/CYCLING TRAILS COMMITTEE – reported by Jackie Marchand

- Highland Crossing Trail is under way. Cycle track being completed as well.
- Reconnect Rochester opened a part time position for Cycling Coordinator.
- Auburn Trail ready to be built, being held up by Whole Foods project. Takes car traffic off the streets.

TOWN BOARD UPDATE – Chris Werner

No Report

CORBETT'S GLEN ADVISORY COUNCIL – reported by Ray Warrick

- Went to meeting at Henrietta and they have very similar issues at their parks with dogs. **No Dog** signs do not seem to be effective.

BRIGHTON BASEBALL – reported by Mike Zobel

- Saturday indoor practices for baseball are underway at Smash It Sports on Scottsville Rd in Henrietta. Softball practice is held Monday evenings. They run until April 22.
- Registration closes on April 15. Evaluation sessions were held last weekend in order to evenly place players on teams.
- Artificial mounds have been installed at Meridian in order to cut down on maintenance and to allow fields to be switched between 46/60 and 50/70 distances.
- Special "Field Armor" mats are being installed around the home plate areas below the dirt surface to decrease holes created by batters and catches and to reduce puddling.
- Opening day is Saturday, May 5 (40 days away).

BRIGHTON SOCCER – Reported by Michael Tullio

No Report

GOOD OF THE ORDER

A suggestion was made to go and see areas in Brighton or possibly alternative locations for the meetings.

A vote was taken for 2 board members whose terms were ending. Jackie Marchand moved to keep Chris Werner and Mark Kokanovich on the Citizens Advisory Board, all approved.

MOTION TO ADJOURN MEETING AT 6:10PM by Jackie Marchand and 2nd by Coleridge Gill.

NEXT MEETING DATE: MONDAY, April 29, 2019 at 4:30 pm.

In the Brookside Senior Lounge