

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

MEETING MINUTES

January 28, 2019

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

APPROVAL OF MINUTES: Mark Kokanovich motioned to approve 26 November 2018 meeting minutes, second by Coleridge Gill.

BUSINESS MATTER:

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

Phase 1 should complete sometime between the end of May to the end of June. Phase 1 includes new roof, new dormers, changing beams, new floor, new windows, new doors and exterior painting. Friday January 25th was the floor breaking ceremony and that went very well. Bids going out in late Spring for Phase II which is the site work and parking lot which is tentatively set to begin construction in Summer or Fall 2019. Grant money for the project is expected to total \$1.9 million. The Town recently took ownership of an additional 26 acres of land from a purchase agreement established approximately 7-8 months ago.

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

There are 2 capital improvement projects currently approved.

- The first CIP includes new doors at Buckland Lodge, all will have keyed entry.
- The second CIP is replacing the playground at Meridian Park. That is approved with the contingency that there would be a matching grant from Game Time.
- 2020 Capital improvements have been requested for the playground at Town Park. All playgrounds (Town Hall, Brookside, Buckland and one near old Don and Bob's) are in need of updating.
- A field use meeting will be held the last week of February. There will be two fields at Buckland Park rested this Spring/Summer.

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

- Winter/Spring Registration has been going strong.
- The new format of the brochure seems to have been well received. There has been no negative feedback from the reorganization of the brochure.
- Many in the CAB, shared positive feedback.
- Planning for summer programs has begun.
- Summer Playground Camp Planning has begun and is faced with multiple challenges regarding space due to the School District construction plans. We are in the process of securing a location to hold our Council Rock Playground Camp. CRPS is offline during the renovation of that building through the summer of 2021. We are hopeful this camp will be housed in a nearby School. We are meeting this week to finalize that request.
- FRES Camp location will be adjusted due to construction projects in that building as well.
- We are committed to offering the same level of openings at camp, but they may be dispersed differently than usual based on available space in the buildings we use.
- The Department continues to attend activity fairs and extra-curricular nights in an effort to promote our programs and activities. I will be heading to the FRES Summer Camp Activity Fair from this meeting.
- We have started planning for the Bike Rodeo and Summer Concert Series.

SUBCOMMITTEE REPORTS:

YOUTH & FAMILY – provided by Coleridge Gill

From Michele Aman:

- Winter/Spring programs have started and are running successfully such as: *Tae Kwon Do, Ski and Snowboard lessons, Mad Science, How Cool Is That?* and *Indoor Disc Golf*.
- I have already started summer planning with confirming returning summer camp staff and starting the hiring process for Playground Camps 2019. If you know any students or teachers looking for summer jobs send them my way!
- Basketball leagues will wrap up in February and have continued to be enjoyed by both parents and kids alike! In March, we will start an instructional, non-competitive basketball program.
- We will be hosting a *February Recess Camp* as well as other break programs such as *Babysitter's Training, Home Alone Safety, Creative Cupcakes, Learn to Ski/Board Camp* and a *Voice Acting Workshop*.

FACILITIES & PARKS – reported by Mark Kokanovich

From Matt Beeman:

This is a very brief report regarding the main parks and facilities. Parks are now closed and winterized. We are busy preparing our equipment and facilities for spring operation. As part of our athletic field resting policy we will be closing two fields down at Buckland Park for rehabilitation. We are scheduling our yearly full time staff reviews.

TOWN PARK:

- Annual Maintenance of Oil Heating System in Lodge. As the heating system approaches 28 years we are experiencing more repair issues. We are getting proposals to replace the furnace as well as the wood burning inserts in the lodge fireplaces.
- General Park cleanup and plowing.
- Park vehicles and facilities are equipped for snow removal
- The lodge was closed last week from Jan 22 – 25 which allowed us to complete repairs and maintenance projects that we cannot complete during normal rental times.
- In the process of scheduling all alarm and fire inspections.
- Inventory of equipment and supplies
- Completed an extensive garbage pickup off Sawgrass drive which we receive complaints on (non park property)

PERSIMMONS PARK:

- General weekly park cleanup
- Sign were posted to help eliminate some illegal dumping that has taken place. We are keeping an eye on this
- Removal of much debris and garbage

MERIDIAN PARK:

- General park cleanup
- Facilities are closed and winterized
- Phase 2 perimeter trail repair in a few problematic areas
- Preventative maintenance on all tools and equipment
- Scheduling annual alarm and fire inspections.
- We will be meeting with Gametime to take a more detailed look at replacing the playground. This was also approved in the 2019 CIP requests.
- Park vehicles and facilities have been equipped for snow removal

BUCKLAND PARK:

- Facilities have been closed and winterized
- Two soccer fields will be closed down next year for repair.
- We will be replacing the refrigerator and stove in the lodge kitchen.
- We are putting together RFP's to replace the doors on the lodge. This was approved in the 2019 CIP request.
- Backflow water repair was completed in December.
- Lodge will be closed Feb 18 – 22 which will allow us to do extensive repair and cleaning projects that cannot be completed during regular rental times.
- Equipment winterization and preventative maintenance.
- Park vehicles and facilities are equipped for snow removal.
- Scheduling all annual alarm and fire inspections.
- Organization and inventory of park garages and facilities.
- The Parks Department has teamed up with the BHS Lorax club to focus on tree plantings at Buckland Park.
- Winter Farmer's Market construction has begun. Groundbreaking ceremony was held on Jan 18th.
- We are also working with a collaborative school project between 1st, 4th and 6th graders. Part of the desire of this class project was to look at the Buckland Park land and brainstorm ideas for the town parcels.

BUCKLAND FARMHOUSE/VETERAN'S MEMORIAL:

- We will plan on planting additional rose bushes at the memorial next spring
- We have obtained prices to look into putting UV/Heat film on the windows of the house to help the efforts to preserve some of the historical items.
- We are continuing to meet with the Buckland House Committee to look at other ideas to utilize the house.
- Two water backflow devices needed to be repaired. We have constantly had problems with this devices.

CORBETT'S GLEN:

- Daily park shifts are still being scheduled to keep trails clear of debris
- We have completed a 640 foot wooden trail border on the south end of the park. So far it has been very successful and should assist our efforts to keep park users on the trail.
- We have some trail cameras to assist us with monitoring any illegal activity.
- We have had to replace some various park signage.

BRICKYARD TRAIL:

- Daily park shifts still being scheduled.
- Regular trail maintenance.

LEHIGH VALLEY TRAIL:

- General Trail Maintenance continues.

12 CORNERS TRIANGLE PARK:

- We have created a dedicated budget line in the 2019 budget that will allow dedicated funding for ongoing plantings, maintenance and repair of the gazebo.
- Seasonal irrigation system has been winterized.
- Seasonal holiday lights have been removed.

OTHER:

- We posted many new No Hunting signs in the Lynch Woods Park area this winter to help address the volume of hunters who try to access that property.

BRIGHTON SENIORS – reported by Emily Kelsey

- 2019 Day Trip Announcement Party Postponed. Join us on Thursday, February 14 at 1:00 pm in Senior Lounge *For the Love of Travel*. Get a sneak peek at our day trips over a mug of cocoa or coffee and a cookie!
- Buckland House Docent. Do you or your community group have an interest in the Historic Buckland Farmhouse? We are currently working on putting together a volunteer, docent program for the house and need your help! Please call or email to be added to our list of eager volunteers!
- D.E.A.R. February Line-up with the Brighton Seniors Daytime Education at Recreation is a FREE program that features various experts and their chosen topics in presentation followed by discussion. Please register for your free spot by phone or online!
- 2/13 - *Our Amazing Memory* by Pat Klees, former nurse w/ Monroe County Office for Aging. As she entered her 5th decade and began to notice she was worried about being forgetful. She heard the same concern from her friends & co-workers. Her interest in the brain began in the 90's, the decade of the brain. Pat will teach us about recent brain research, cognitive reserve, memory processes/tips, and facts to take away.
- 2/20 - *Andrew Jackson* by Joe Meli. In keeping with President's Day week, let's learn about who he was as an American soldier and statesman who served as the seventh President of the United States

PEDESTRIAN/CYCLING TRAILS COMMITTEE – reported by Jackie Marchand

- Jackie brought document from on line showing volume of traffic in certain areas of Brighton because of previous discussion about traffic calming at last meeting.

TOWN BOARD UPDATE – Chris Werner

- Winter Farm Market. First phase is progressing on construction after the "floor breaking".
- Brighton Volunteer Ambulance open house was held and the new facility is great.
- Gun Storage and Reporting: Hearing on new Town Law will be held on 2/13 at the Board Meeting. this would require firearms in Brighton to be stored in locked containers or with gun locks. Lost firearms are to be reported immediately upon discovery.
- Whole Foods Plaza: Litigation continues.
- South Clinton DiMarco project is under construction. Incentive zoning amenities will provide extensive sidewalk additions along South Clinton, Lac de Ville and Elmwood.
- Terrance Building project on Elmwood is continuing. Developer Ralph DiTucci presented updated site plans at Public Works Committee. The greater portion of the project is in the City of Rochester. 11 acres in Brighton will be developed with 122 housing units in town home units and apartment building. Of these, 10 units will be affordable housing. It is expected that incentive zoning will be applied for and may complete the Elmwood sidewalks remaining after the DiMarco project.

CORBETT'S GLEN ADVISORY COUNCIL – reported by Ray Warrick

- The new fence went over very well.
- Suggesting that next advisory council meeting to be held at park.
- Suggestions/thoughts by CAB included more fencing, possible deck, more signage explaining erosion and concerns regarding invasive plant species.

BRIGHTON BASEBALL – reported by Mike Zobel

- We have a brand new website: brightonlitttleleague.org
 - All new experience, notification system, registration system and many more features.
 - Will be rolling out over the next month or two.
 - It is up and running now with limited functionality.
 - The registration portion is up and running and registration for spring baseball and softball is open.
- We will be removing the dirt mounds from Meridian 1 and 2, replacing them with full size, modular artificial mounds. This will make it easier to switch those fields from 50/70 to 46/60 and back again. It also makes it safer for the pitchers. No more extra rubber in the way or rubber anchor sticking up out of the ground.

- SIP (Saturday Instruction Program) has been replaced with TBall. SIP was a Brighton Baseball program, not recognized by Little League. Since we are Little League charted we will be instituting the official TBall program sanctioned by Little League. This will allow for younger kids to play and play more often. They will have two games/practices per week just like the bigger kids.

COMPREHENSIVE PLANNING COMMITTEE – Reported by Mark Kokanovich

-Committee has completed its activities – See EnvisionBrighton.org for more information.

BRIGHTON SOCCER – Reported by Michael Tullio

- Attended MURSL (Monroe United Recreational Soccer League) meeting for upcoming season
- Change in age brackets for 2019 season. New age brackets are 13U, 16U and 19U. Previous years' brackets were 12U, 15U & 19U.
- Registration Fees staying same as prior year - \$75 early registration, \$110 regular registration.
- Registration opening on February 1st and will run through mid-April.
- 10U and older will need to register by late March to meet MURSL team submission deadline of April 1.
- Plan to add 10U team to MURSL in 2019; only had 2 girls and 4 boys teams for town league.
- Attending CRPS extracurricular fair on January 30th. (Was cancelled due to weather).

GOOD OF THE ORDER

- Suggestions by Coleridge that possibly posting on-line about changes at Corbett's Glen and why these changes have been made. Mark suggested that possibly the Corbett's Glen Advisory Committee could post or have the D&C write an article.

Mark Kokanovich brought up: - Buckland House committee has been formed and looking into uses for the building.
 - Lorax Club from Brighton School are working with Matt and planting trees.
 - Future of Brighton Park land an interest for 1st, 4th and 6 graders.
 - HS Climate club urging climate control and sustainability

MOTION TO ADJOURN MEETING AT 6:25PM by Coleridge Gill and 2nd by Mark Kokanovich.

NEXT MEETING DATE: MONDAY, February 25, 2019 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 (wickcon@gmail.com) at 585-784-0231 or Linda Leavitt (Linda.Leavitt@townofbrighton.org) at 585-784-5265.**