

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

VIRTUAL MEETING MINUTES

March 28, 2022

ATTENDEES: Mark Kokanovich, Rebecca Cotter, Supervisor William Moehle, Kerry Bennage, Coleridge Gil, Denis Conley, and Councilman Chris Werner.

BUSINESS MATTER: **COMMUNITY CENTER PROJECT UPDATE**

Internal team meeting was convened, and the DRAFT report was reviewed. Comments are being addressed by SWBR in preparation of the Final Report.

RE: PARKS SUPERINTENDENT'S REPORT

See Attached Report.

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

Planning for summer programs and actively recruiting staff for the summer camps. Upcoming events include: April 8th Bunny Trail with ribbon cutting at Elmwood Ave Brickyard trail entrance with Bunny Hop Family party to follow. Program is sponsored so there will be no fee to families for participation. Farmer's Market will resume at the BHS parking lot on 24 April 2022. And Clean sweep is scheduled for Saturday May 7, 2022. The Department will be adding a Recreation Assistant for the Seniors Program.

SUBCOMMITTEE REPORTS:

YOUTH & FAMILY - reported by Coleridge Gil

More playground programs planned for this summer and we are looking for qualified candidates to support the Volleyball, Baseball, Field Hockey and soccer activities. Recently completed a very successful March Madness basketball competition.

FACILITIES & PARKS – reported by Mark Kokanovich

Major Capital Improvement Project requests for 2023 include replacement of heating system at the Town Park Lodge with a propane-based system which will be more efficient. BHS planning to start their baseball season on 1 April depending on the weather.

TOWN BOARD UPDATE – reported by Chris Werner

Town Board moving forward with the purchase of the remaining land adjacent to the Buckland Park. No active development plans at this time. Lawn debris pick-up schedule anticipated to start by mid-April. RG&E project along Winton Road moving forward with night work planned to mitigate traffic impacts through the 12 Corners intersection from Greenwich to Chelmsford Roads. Conducting interviews for an Inclusion, Diversity, and Equity Action Coordinator. Current IDEA plan is available on the Town's Website. A Town information meeting will be scheduled in the near future. Town also requesting volunteers from the community to help integrate the IDEA plan goals into all Town activities.

MOTION TO ADJOURN MEETING AT 5:30PM by Mark seconded by Coleridge.

NEXT MEETING DATE: MONDAY, April 25, 2022 at 4:30 pm.

*****Virtual Zoom Meeting*****

**If you are unable to attend this meeting, please contact Denis Conley Board Chair at 585-784-0231 (cell).

Facility/Park Report

Submitted by Matt Beeman 3/22/22

This is a very brief report regarding our main facility and park areas. Other park areas are tended to on a regular basis. Facilities are still winterized. We are busy preparing our equipment and facilities for spring operation. Seasonal Laborers will begin shifts in April and May. Park supplies are being inventoried and ordered. Mowing contract are set to begin toward the end of April (weather permitting). Winterized facilities should be able to open by the first week of May barring any setbacks.

TOWN PARK:

- Annual Maintenance of Oil Heating System in Lodge. We currently have a 2023 CIP request in to replace this old heating system with a new more efficient propane base system. This would also include 2 new fireplace inserts.
- General Park cleanup and snow and ice removal.
- Extensive equipment and material inventory and organization.
- Scheduling all facility alarm and fire system inspections.
- Stump removal for various ash trees that were removed.
- General Lodge maintenance.
- Many down trees and debris.
- Maintenance garage roof repair.
- We are working with an electrician to pinpoint an electrical voltage problem that has caused issues with both the maintenance garage and softball field lights. At this time we are waiting on RG&E to check the voltage on the load side of the meter.
- Preventative maintenance and tune ups on all park equipment.

PERSIMMONS PARK:

- General park garbage removal.
- Park sign was removed for repair and repaint. We are aiming to put back in place sometime in April.

MERIDIAN PARK:

- General Park cleanup and snow removal.
- Preventative maintenance, tune ups and repairs on all equipment.
- Spring field use plans are being formulated and mapped out.
- Extensive equipment and material inventory and organization.
- Continuing trail maintenance for year round users.
- Many downed trees and debris.
- Scheduling annual facility inspections including concession building 12 year hydro/maintenance testing which is required by code.
- We are gathering information and numbers to include bathroom renovations in the next round of CIP requests.
- Re-installed tennis posts and nets at Meridian Centre Park.
- Seasonal facilities are expected to open by the end of April.
- General “spring cleaning” of entire facility.

BUCKLAND PARK:

- Because of the surge of field use in 2021 we will be identifying athletic fields to be rested in the spring based on how they responded to fall maintenance.
- General park cleanup and snow removal.
- Wind storm cleanup.

- We will be resurfacing and re-painting the tennis and basketball courts as soon as the weather permits. The courts will be lined for both tennis and pickleball.
- We are working with a grant to potentially change the 21 parking lot light fixtures to an LED replacement.
- Preventative maintenance, tune-ups and repair on all equipment.
- Spring field use plans are being formulated. Brighton High School is planning on opening their varsity baseball season on April 1st.
- General Lodge maintenance and upkeep.
- Repair of backflow check device on Lodge fire system.
- Extensive equipment and material inventory and organization.
- We have identified some areas of the parking lot which will require repair.
- Building new park picnic tables to replace ones that are have deteriorated.
- Rebuilding field paint sprayers.
- We need to address some baseball fence issues on the 60/90 Diamond.
- Facility alarm and fire system inspections have been scheduled.
- We will continue to plant trees in various park areas once weather permits. We will once again be holding an Arbor Day event on April 30th with partnership from George Smith and the Brighton Lorax Club.

BUCKLAND FARMHOUSE/VETERAN'S MEMORIAL:

- The aluminum flagpole at the memorial has a stress crack in it. This crack will only increase as time goes on. We are working on a replacement but the flag needed to be removed to reduce the amount of stress on the pole. We are still struggling to get replacement figures from various contractors.
- Annual heating system maintenance.
- Snow and ice removal.
- Parking lot damaged light pole replacement.
- We will be doing our annual spring cleanup of both the house and Veterans Memorial this April.
- We needed to repair a problematic check valve on the farmhouse fire suppression system. In addition we noticed that the commercial sump had stopped working. We are working to replace.

CORBETT'S GLEN:

- Ongoing work to keep trails clear of debris.
- Daily park shifts are still being scheduled.
- Many downed tree and debris cleanup.
- We have a north trail end maintenance issue that is on our priority list. This will include hauling in new stone and surface repair.
- We are working with the Seneca Park Zoo to monitor park wildlife.
- The Corbett's Glen Advisory Council continues to evaluate current/future issues that face the Glen currently overuse, erosion, dogs and parking.

BRICKYARD TRAIL:

- Daily park shifts still being scheduled.
- Regular trail maintenance
- Trail head gates on Elmwood on now secured with new department locks.
- We are working with a Seneca Park Zoo program to monitor park wildlife.

LEHIGH VALLEY TRAIL:

- General Trail Maintenance including tree limb and brush cut back.

12 CORNERS TRIANGLE PARK:

- Weekly garbage removal.
- Lamp post and replacement.

HIGHLAND CROSSING TRAIL:

- General trail monitoring.
- Many down trees and debris.
- Boardwalk repair and replacement from tree damage.
- We are aware of a trail/water issue on the portion of the trail north of the Westfall Road trail head. Unfortunately the cause of water lies on private property and may be difficult to address.

OTHER:

- Auburn Trail easements appear to have been granted which means the Parks Department can officially respond to maintenance issues. We are looking at adding some equipment attachments to our existing tractors that will be necessary to maintain our expanding trail system.