

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

VIRTUAL MEETING MINUTES

May 23, 2022

ATTENDEES: Mark Kokanovich, Rebecca Cotter, Matt Beeman, Supervisor William Moehle, Coleridge Gil, Denis Conley, Ray Warrick, Jackie Marchand and Councilman Chris Werner.

BUSINESS MATTER: **INCLUSION, DIVERSITY EQUITY ACTION (IDEA) PLAN STATUS**

Town of Brighton Chief Diversity Officer, Ms. Miriam Moore who recently joined the Town conducted a public meeting on 3 May 2022 to present the IDEA plan that is available at the Town website. Ms. Moore will be updating the plan based on comments received from public and submitting the final version of the plan to the Town Board for approval before Labor Day.

RE: PARKS SUPERINTENDENT'S REPORT reported by Matt Beeman

Four (4) laborers have been hired so the Department is fully staffed for the Summer Season. Due to the weather conditions, field maintenance and mowing of park areas are requiring a significant amount of the Staff's time. All fields are in use by youth groups, and no fields are scheduled for resting this season. Focused on contracting food vendors for the 4th of July activities. All activities will be held at Meridien Park kicking off with the 5K that will start and end at the park.

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

Department recently identified a qualified candidate for the open Recreation Leader position. Awaiting approval by the Town Board at the next scheduled meeting on 6 June 2022 before announcing the addition to the Staff. Memorial Day program is scheduled for 2 PM on May 28 at the Brighton Veterans Memorial located in Buckland Park. Bike Rodeo is scheduled for June 5 at BHS. Department has hired an assistant to support the Seniors Program.

SUBCOMMITTEE REPORTS:

YOUTH & FAMILY - reported by Coleridge Gil

The Department has hired several counselors for the summer but several positions are still available. The summer program includes integrated outdoor activities at all facilities including FRES. June 14th is the deadline for registration for the afterschool program at Council Rock for next year.

FACILITIES & PARKS – reported by Mark Kokanovich

Parks Department is focusing on tree maintenance within the Parks and have been installing new trees that are native to the Western New York area. Department is trying to install more mature trees so that they can become established with a minimum of maintenance required.

TOWN BOARD UPDATE – reported by Chris Werner

RG&E announced that gas line replacement project along Winton Road WILL NOT require night work as originally planned. Two additional construction projects for the 12 Corners area are being considered that will include amenities as part of the incentive zoning and approval process. Ambulance Corp and Police Department staff are actively training for Mental Health emergencies with the goal of achieving Critical Intervention Training (CIT) certification.

CORBETT'S GLENN ADVISORY COUNCIL – reported by Ray Warrick

Department is stockpiling materials at the Former Brighton Landfill to extend the stone dust trail in Corbett's Glen to address drainage issues where the current stone dust trail ends. Plan to coordinate installation of trail extension with other maintenance activities throughout the Town.

PEDESTRIAN TRAILS AND CYCLING – reported by Jackie Marchand

Reconnect Rochester will be conducting a biking fundraiser on June 5th. Ride starts at the Hawthorn in Genesee Valley Park. See more information at: <https://reconnectrochester.org/>

Ray, Chris and Jackie are working on the Town of Brighton "Hit the Trails" booklet and hope to present their progress at our next meeting.

MOTION TO ADJOURN MEETING AT 5:45 PM by Coleridge seconded by Ray.

NEXT MEETING DATE: MONDAY, June 27, 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 5/23/2022

This is a brief report regarding the main park areas & facilities. Other park areas are tended to on a regular basis. Winterized facilities were officially opened for the season on April 20. We are extremely busy with Park and Facility maintenance tasks. Our 4 Seasonal laborers have all now all started and will provide us with much needed help with day-to-day park maintenance. Park supplies such as material have been more difficult to order and get delivered. Mowing and trimming have very difficult this spring and we are hoping for a break with the heavy growth. Our July 4th celebration is returning full scale. We are still working hard to accommodate and manage athletic field use requests.

TOWN PARK:

- Various new tree plantings have been placed throughout park.
- All fire alarm inspections have been completed
- Completed an extensive perimeter garbage pick-up off Sawgrass drive (non-park property)
- Athletic Field preparations.
- Preventative maintenance and tune ups on all park equipment.
- Replacement of outdoor grills.
- Lodge bathroom Door repair.
- We are experiencing issues with cars gaining access to the asphalt pedestrian walkway from a property opening by the new medial building off of Sawgrass Dr.
- Men's bathroom sink and plumbing repairs

PERSIMMONS PARK:

- General Park bi-weekly garbage cleanup
- We are waiting for a quote to removal multiple ash trees along Willard Ave. The trees are on park property that runs adjacent to private property.

MERIDIAN PARK:

- Various new large tree plantings have been placed throughout the park. We are strategically planting these so they will take the place of the deteriorating Ash trees along the park pedestrian walkway.
- All annual alarm and fire inspections have been completed.
- Continued trail maintenance.
- Athletic Field preparations.
- Restroom plumbing repairs.
- We temporarily suspend trail mowing for a few weeks to accommodate and not disturb or potentially hurt deer fawns.
- We continue to work with Brighton Little League on various field maintenance requests.

BUCKLAND PARK:

- Seasonal facilities were opened up on April 20th
- Preventative maintenance on all equipment
- All annual alarm inspections have been completed.
- Grass perimeter trail was cut and re-established last week. This will require bi-weekly mowing to keep up.
- Athletic field preparations.
- Our Tennis and Basketball court resurfacing project should be wrapping up by the first week in June.
- We continue to work with the Urban Forestry group and Lorax Club led by George Smith to identify plant, protect and maintain various park trees. We held our Arbor Day event on Saturday April 30th at Buckland Park. 150 spruce trees obtained through the NY DEC School program were planted. These

trees were planted in the un-mowed portion of the west side of the park. Park staff have also planted 35 4-10 foot saplings in the main park areas of Buckland, Meridian Centre and Town Park.

- The Town received grant funding for street light conversion to LED fixtures. Part of this project will be the replacement of the Buckland Park Parking Lot lights to LED fixtures.
- Repair of Backflow Check Valve in Concession building.
- 60/90 Baseball Field fence repairs.
- Tennis court fence repairs.

SANDRA FRANKEL NATURE PARK/BRICKYARD TRAIL:

- Daily general park walkthrough
- Trail head garden clean ups
- We are meeting with a resident on Roby drive who expressed concern over some Ash trees located on Town property.

CORBETT'S GLEN:

- Ongoing landscape /trail maintenance to keep trails clear of debris.
- We have a very large scale trail rebuilding project scheduled for June (pushed back 2 weeks) when we can access the areas safely with equipment. This will focus on rebuilding a large portion of the North end trail.
- We will be remarking the trails with new single color trail markers.
- Various downed tree and debris removal.

LEHIGH VALLEY TRAIL & THE HIGHLAND CROSSING TRAIL

- General Trail Maintenance
- Various tree limb and brush removal
- I met with Mike Guyon on the Highland Crossing Trail to look at multiple areas of the trail that are affected by water and brainstorm potential solutions. The portion of the trail that starts at the Elmwood Avenue trailhead needs immediate attention.
- Pedestrian bridge maintenance.

BUCKLAND FARMHOUSE/VETERANS MEMORIAL:

- All annual alarm inspections and building inspections
- Garden and walkway maintenance
- We are still working on a replacement for the Memorial flagpole. We are still struggling to get replacement figures from various contractors and have only had one quote returned back to us.
- We have installed a new stone dust access trail from the Farmhouse Parking lot to the Community garden.
- We will be doing our annual spring cleanup of both the house and Veterans Memorial this week to spruce things up for our Memorial Day event.

12 CORNERS TRIANGLE PARK:

- General park maintenance over the next weeks will include sprucing up the park and installing hanging baskets and other plantings. The dedicated maintenance is starting to provide noticeable results.
- We will be hanging bunting on the gazebo in honor of Memorial Day.
- Irrigation line repair
- Backflow Check valve repair.

BUCKLAND FARMERS MARKET BUILDING:

- All fire inspections have been completed.
- Water pressure issue has been resolved.

OTHER:

- We are continuing to identify capital improvement projects and maintenance equipment needs for the future. We are also looking at staffing needs for future budget requests.
- We have responded to multiple Auburn Trail maintenance requests/reports.