

BRIGHTON PARKS AND RECREATION DEPARTMENT
Citizens Advisory Board

MEETING MINUTES

October 31, 2022

4:30 PM

ATTENDEES: Rebecca Cotter, Jackie Marchand, Denis Conley, Kerry Bennage, Coleridge Gil, and Councilman Chris Werner.

BUSINESS MATTER: **WINTER MARKET BID RESPONSE**

Bid proposals were received on-time from numerous proposal teams that were close in price range and are being evaluated by the Department of Public Works. The Bid Specification was provided by Insite Architecture.

RE: PARKS SUPERINTENDENT'S REPORT reported by Matt Beeman

See Attached summary.

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

Trunk & Treat event held at the Town Hall on 22 October had an amazing turn-out. Believed to be the largest attendance of any Town sponsored event with over 300 + children participating!

Farmer's Market will continue at the BHS parking lot through 18 December 2022. The Winter's Farmer's Market will start on 8 January 2023 at the Brookside School Large Gym.

Winter Spring Programming underway with good attendance. Next family program will be Friday w/Frosty in December.

SUBCOMMITTEE REPORTS:

YOUTH & FAMILY – reported by Coleridge Gil

After school programs are full with a waiting list. New programs include Tae Kwon Do and Tennis.

TOWN BOARD UPDATE – reported by Chris Werner

Due to inflation and the resulting increase in costs, the Town Budget was passed with a 3.8 % increase which exceeds the Tax Cap. One significant contributor to the increased budget was a 40% increase in fuel and insurance costs. A 25 MPH speed limit will be adopted for all "neighborhood" roads. This is a reduction from 30 MPH for all Town-owned roads. County and State Roads will not be affected.

CORBETT'S GLEN – reported by Ray Warrick

Corbett's Glen trail maintenance activities were completed and the park looks great. New parking spaces were added to the Penfield Road entrance parking lot.

Good of the Order – Jackie Marchand returned from a trip to Switzerland and shared her experience. Use of the public rail system is much more intuitive and convenient in Europe than the US.

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

NEXT MEETING DATE: MONDAY, November 28, 2022 at 4:30 pm.
Brookside School Senior Center

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

This is a brief report regarding the main park areas & facilities. Other smaller public areas are tended to on a regular basis. We remain extremely busy with Park and Facility maintenance tasks, especially on trails. Seasonal facilities including athletic fields will be closed on November 1st.

TOWN PARK:

- All fire alarm inspections have been completed.
- Completed an extensive perimeter garbage pick-up off Sawgrass drive (non-park property)
- Preventative maintenance and tune ups on park equipment.
- Parking lot lighting re-lamp
- Annual maintenance of lodge heating system.
- We are looking into potentially installing gates on park entrance road that could be secured when the park is closed.
- We currently have the playground in to be replaced as part of the 2023 Capital Improvement request.
- Final nature trail cut back for the season.

PERSIMMONS PARK:

- General Park bi-weekly garbage cleanup and mow
- Fall Park cleanup.
- Vegetation growth cut back along South Clinton Ave.

MERIDIAN PARK:

- Baseball field maintenance – fields are being prepared for the end of the season.
- Brighton Little League is replacing the dugouts on Clement Field. We have assisted with the removal of debris.
- All annual alarm and fire inspections have been completed.
- Continued trail maintenance.
- Athletic Fields have been aerated and over seeded.
- We continue to work with Brighton Little League on various field maintenance requests.
- Garden cleanups.
- Park Benches and Tables re-stained.
- Continued equipment maintenance.
- Deer stand and Deer hunter monitoring.
- Seasonal Park bathrooms will close on November 1st.
- Canal Boat dock cleanup and vegetation cut back.

BUCKLAND PARK:

- Preventative maintenance on all equipment is ongoing.
- All annual alarm inspections have been completed.
- Athletic field have been aerated and over seeded. With the ramped up field use in 2022 we will once again need to rest a field in 2023.
- Baseball fields lip renovations and repair.
- 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. This project is 2 fixtures away from being completed.
- Playground equipment maintenance.
- Park tree trimming.
- Storage barn reorganization.

- Seasonal bathrooms will be closed on November 1st.
- Concession Building fire system repairs.
- Lodge fireplace outside stone repair.
- Outdoor bathroom plumbing repairs.
- Pedestrian trail bridge repairs.

SANDRA FRANKEL NATURE PARK/BRICKYARD TRAIL:

- Daily general park walkthrough
- Trail head garden clean up.
- New Elmwood trailhead plantings.
- We will need to remove additional ash trees that run along the park property on Roby Drive.
- We have repaired and re-hung the informational signs from the Elmwood Trail Head.

CORBETT'S GLEN:

- Ongoing landscape /trail maintenance to keep trails clear of debris.
- We have completed a very large scale trail rebuilding project. This project focused on rebuilding a large portion of the North end trail. We have received numerous compliments from residents.
- We have remarked the trails with new single color trail markers.
- Graffiti removal.
- Various downed tree and debris removal.
- We will be removing an additional park tree from the 255 Dale Road area.

LEHIGH VALLEY TRAIL & THE HIGHLAND CROSSING TRAIL

- Final seasonal mowing and various tree limb and brush removal
- We have spread around 800 linear feet of new stone dust on the Lehigh Valley Trail and completely rebuilt the East River Road Trail Head.
- Replaced missing blind curve signage.
- Mike Guyon and I met with some residents over their concerns of Dirt Bike and ATV access. We will be placing some new signage as well as some additional trail buffers along the LVT.
- HCT Pedestrian bridge maintenance and debris clearing.
- We have identified additional ash trees on Town property that will need to be removed along the HCT.

BUCKLAND FARMHOUSE/VETERANS MEMORIAL:

- All annual alarm inspections and building inspections
- Garden and walkway maintenance
- Fall Cleanup and cutback scheduled.
- Annual heating system maintenance.

12 CORNERS TRIANGLE PARK:

- Irrigation line repair
- Utility box repaint.
- Weeding and garden cleanups.
- Seasonal irrigation system winterized.

BUCKLAND FARMERS MARKET BUILDING:

- All fire inspections have been completed.
- Working to fix the location of the 2nd floor fire system low point. The low point condensation needs to be drained on a weekly basis and kept above 40 degrees to avoid potential freezing.

OTHER:

- We continuing to identify capital improvement projects and maintenance equipment needs for the future.
- We have continued maintenance along the Auburn Trail within our easement requirements.