

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

MEETING MINUTES

March 26, 2018

ATTENDANCE: Denis Conley, Becky Cotter, Coleridge Gill, Linda Leavitt, Supervisor William Moehle, Ray Warrick, Chris Werner

APPROVAL OF MINUTES: Chris moved to approve the minutes from the February 26, 2018 meeting, second by Coleridge Gill.

BUSINESS MATTER:

RE: VETERANS MEMORIAL SIGN – Brighton Veterans Memorial Committee meeting Thursday. Electrician working on the lighting issues. Matt Beeman is awaiting on an updated quote on the sign from the vendor.

RE: PARKS SUPERINTENDENT'S REPORT – Matt Beeman

- Scheduling Town Park window and roof replacement.
- Putting educational signage at Corbett's Glen, issue still being enforcement.
- Question of surveillance cameras at Corbett's Glen.
- Getting many requests for the fields amplified by the school taking the HS Turf field out of play.
- Boys Lacrosse wanting use of fields all season rather than just peak season.
- Looking at revamping the old soft field located on Browncroft Road on Brighton Parks property but it has parking issues to resolve.
- Drainage of trails on west side of Buckland Park is still an issue. Added crusher stone was not enough to relieve the problem. Matt met with the highway department and found a blocked culvert which needs to be dredged. Put on Public works agenda, requesting that the highway will assist the Department to clear the blockage.
- Cleaning of trails an ongoing effort.
- We are updating policies and procedures for our rental facilities that will include rental fee increases, rental times and a security deposit for damages.
- Clean Sweep – looking for anyone on committee willing to volunteer to help out, please contact Robin Wilt.

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

- Summer brochures will be delivered to Brighton Residents in April.
- Summer Camp Activity Event at French road tonight.
- Capital Improvement meeting with school district this week.
- Security of Brookside building in question.
- Winter Market – received revised drawing. Getting prepared to go out to bid again. Going out to architectural review board for approval.
- Rec staff will be scheduling monthly work days to organize/declutter room by room.

SUBCOMMITTEE REPORTS:

YOUTH & FAMILY – provided by Coleridge Gill

From Michele Aman:

- Currently in the process of recruiting directors, assistant directors and counselors for summer camps. I will be tabling at Brighton High school on March 27th and 28th. Also attending job fairs at Nazareth College and MCC. We are looking to fill about 10 positions.
- Overseeing April Recess camp during the week of April 2 - 6.

- New programs starting up in April include: Boater Safety, Kidditch (Harry Potter Quidditch for kids), Brighton Boys Lacrosse Intro Program, Beginner and Intermediate basketball. We will also have new sessions of continuing classes such as Tennis, Afterschool Fencing at FRES, Saturday Rock Climbing, Babysitter's Training and Home Alone Safety.
- The Annual Youth Fishing Derby will be held on Saturday, April 28th from 9am - 12pm.

From Katie Tytler:

- This past weekend was the Breakfast with the Bunny and Indoor Egg Hunt. It was a fun event and a big success. We had 121 participants who enjoyed a Breakfast catered by Brighton Central School, a visit from the Spring Bunny and an Indoor Egg Hunt. The program is loads of fun and is always a big hit.
- Preparing flyers for the Summer camp activities fair tonight.

FACILITIES & PARKS – reported by 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 refuse contracts are being renewed for 2018. 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 Improvements which will include new concrete walkways, parking lot repair and sealing, sewer catch basin replacement, ADA automatic door for lodge, new roof and new windows.

- Proposals for new roof and windows were opened on Friday March 2nd. Work is currently scheduled for the week of April 16th.
- Scheduling all annual alarm and fire inspections
- Completed an extensive perimeter garbage pick-up off Sawgrass drive (non-park property)
- In the process of removing and installing a new playground slide
- Inventory of equipment and supplies.
- We are updating policies and procedures for our rental facilities that will include rental fee increases, rental times and a security deposit for damages.
- Preventative maintenance and tune ups on all park equipment.
- Replacement outdoor grills are being installed.

PERSIMMONS PARK: - General Park weekly garbage cleanup

MERIDIAN PARK: - General Park Cleanup

- Equipment Maintenance for spring
- Scheduling all annual alarm and fire inspections
- Continuing trail maintenance for year-round park users
- 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 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: We have discovered a drainage issue at Buckland Park that may be responsible for the wet trail conditions on the west side of the park. Working with highway and sewer departments to see if any work can be done with town forces to alleviate the problem.

- Seasonal facilities will be opened up at the end of April.
- Preventative maintenance and inventory on all equipment and supplies
- Scheduling all annual alarm inspections
- Spring field maintenance plans are being formulated
- Youth sport schedules are being organized.
- Large broken playground slide has been excavated and replaced.
- Replacement of outdoor grills near pavilion.

SANDRA FRANKEL NATURE PARK/BRICKYARD TRAIL:

- Daily general park walkthrough

CORBETT'S GLEN:

- Ongoing landscape /trail maintenance to keep trails clear of debris.
- We will continue our trail rebuilding efforts as soon as weather permits.
- We are looking at placing signage that will educate park users as well as enforce park regulations such as entering the water.

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 rose bushes around Veterans Memorial will take place in the spring.
- 4" and $\frac{3}{4}$ " Backflow pressure valves were rebuilt in basement but continue to require monitoring and maintenance.
- Water Meter replacement

OTHER:

- Installed new signage at Lynch Woods to curb hunting and ATV use
- We will be working on removing large tree debris from song bird trail behind St. Johns Meadows. Currently scheduled for the beginning of April.

BRIGHTON SENIORS – reported by Emily Kelsey

-Trip to Del Lago Casino Thursday April 5th

Meet at the Brighton Senior Center to depart at 9:30 AM sharp. We will stop for coffee along the way. Please bring a valid form of ID (&gaming card if you have one). You will be given \$25 free play, and \$5 off the dining upon arrival. There are shops and variety of dining options to enjoy besides the gaming floor. We will leave at 2:00 PM to return to the center by 3:00 PM.

\$6.00, sign up by Tuesday 4/3.

-Spring Swing Dance Friday April 27 7-9:30PM

Whether you bring friends, a partner or come solo, kick up your heels and dance!

\$10.00, register by 4/26

*Don't miss the opportunity to hone up your dance moves with two great classes offered this month: Rockabilly Jive, and "Can-do" Dance!

TOWN BOARD UPDATE – reported by Chris Werner

- Whole Foods reducing square footage, closing off Allens Creek and Clover access.
- DiMarco going forward, ongoing Pinnacle development off Highland, donating 7 acres.
- Source of Income Law still under discussion.
- Community Choice Aggregation –Sourcing green energy was approved using an energy supplier, ESCO.

CORBETT'S GLEN ADVISORY COUNCIL – reported by Ray Warrick

- Meeting with Jack Schrader from Washington Grove Friends Group. Will report back before next meeting on outcome from our discussions.

FOR THE GOOD OF THE ORDER:

- BHS 9th grade cross country skier won state championship by 30 seconds, setting State, Section V records.

MOTION TO ADJOURN MEETING AT 6:15 PM

NEXT MEETING DATE: MONDAY, April 30, 2018 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 (denischemist59@gmail.com) at 585-784-0231 or Linda Leavitt (LLeavitt@townofbrighton.org) at 585-784-5265.