

**BRIGHTON PARKS AND RECREATION DEPARTMENT**  
**Citizens Advisory Board**

**MEETING MINUTES**

March 27, 2023

4:30 PM

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

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

Fallen trees and limbs have been an issue due to wind storms this spring. Weekend labor support have been helpful in addressing this issue. Diseased ash trees are of particular concern as they have fallen onto the Boardwalk along the Highland Crossing trail. The Department is gearing up for the spring season and have received 7 bids for the new mowing contract and will be making a recommendation to the Finance committee next month.

Travel teams "fields" meeting was held in February and teams are currently organizing their schedules. Department is planning to rest 1 field at the Buckland Park this summer. A Field use "tracker" page is available on the Town of Brighton website.

See Attached Report for additional Information.

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

Winter Farmers market project on-going with anticipated completion in time for the 2023-24 winter season. Department is currently recruiting a full-time staff person for the position of Recreation Supervisor and a part-time office support staff person. Summer camp registration is starting up and we are looking for summer staff to fill leadership positions and support staff. Please have qualified candidates contact the Department.

Spring programs will include: Brickyard Trail Ribbon cutting – March 31<sup>st</sup> and the Bunny event through April 15<sup>th</sup>. Bunny Hop family party set for April 14<sup>th</sup> at the Brookside School. Spring/Summer Farmers Market kicks off at BHS parking lot on 16 April from 9 AM – 1 PM.

**SUBCOMMITTEE REPORTS:**

**TOWN BOARD UPDATE** – reported by Chris Werner

Whole Foods litigation has been settled. Market is scheduled to open in April. New Commissioner of Public Works, Everett Garcia started on Monday 27 March 2023. Proposed Town Hall renovations still under review by the Town.

Looking for volunteers and organizations to assist with the Traffic Signal Control Box painting project.

**HIGHLAND CROSSING TRAIL** – reported by Ray Warrick

See attached summary of observations of the trail conditions. Several items were noted by Ray during a walk along the trail. Discussion included the determination that the Town -owned property is located on the eastern side of the Trail north of the current residence located on Westfall Road. Maintenance of this area of the trail is addressed by Town staff for drainage and damage and cleanup is included in the Clean Sweep program (scheduled for May 2023).

**CYCLING / PEDESTRIAN TRAILS** – reported by Jackie Marchand

WORLD BICYCLE DAY IS JUNE 3<sup>RD</sup>! Reconnect Rochester is holding an 8 Mile Trail Bike ride on the Canalway, Highland Crossing Riverway Trails starting at 10:30 AM.

See: <https://reconnectrochester.org/roc-n-roll/>

**Good of the Order**—Mark Kokanovich shared that the Town is recruiting applicants for the Inclusion, Diversity and Equality Advisory (IDEA) Board. Please encourage any interested Town residents to apply.

MOTION TO ADJOURN MEETING AT 6:00 PM accepted by Mark seconded by Ray.

[NEXT MEETING DATE: MONDAY, April 24, 2023 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).

## Facility/Park Report

Submitted by Matt Beeman 3/27/23

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 bids were opened on 3/22 and we will be awarding a contract soon. Our goal is to begin mowing 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:**

- We are working on gathering cost estimates to replace the outdated oil based heating system to a more efficient heat pump system.
- General Park cleanup and snow and ice removal.
- Extensive equipment and material inventory and organization.
- Scheduling all 2023 facility alarm and fire system inspections.
- General Lodge maintenance.
- Many down trees and debris.
- The Town Park Playground is slated to be replaced as part of the 2023 CIP requests. The playground would not be able to be purchased until fall which is when the manufacturer offers matching grant opportunities.
- Working with Animal Control on the increasing geese problem in the park.
- We are working with Brighton Youth Softball to look at using the under utilized softball field for their program needs.
- Lots of debris clearing along nature trail.
- Preventative maintenance and tune ups on all park equipment.

### **PERSIMMONS PARK:**

- General park garbage removal.
- Re-packed parking lot wash outs along Eldridge Road.
- We will continue to monitor the ash trees along the park property lines.
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### **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.
- 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 on 4/1
- Seasonal facilities are expected to open by the end of April.
- General “spring cleaning” of entire facility.
- Working with Little League to look at replacement cost of field irrigation control panel.

### **BUCKLAND PARK:**

- Because of the surge of field use in 2022 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.
- 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 12<sup>th</sup>.
- 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 have deteriorated.
- Rebuilding field paint sprayers.
- We are evaluating some decay on the outdoor beams on the concession building.
- 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 29<sup>th</sup> with partnership from George Smith and the Brighton Lorax Club.

#### **BUCKLAND FARMHOUSE/VETERAN'S MEMORIAL:**

- We are once again trying to gather up prices to replace the Veterans Memorial Flagpole. In the past we have had numerous companies fail to submit a price proposal.
- 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.
- Backflow system repair and maintenance.

#### **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 south end trail end maintenance issue that is on our priority list. This will include hauling in new stone and surface repair.
- 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.
- Debris clearing.

#### **LEHIGH VALLEY TRAIL:**

- General Trail Maintenance including tree limb and trail debris clearing.

#### **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 Elmwood Ave trail head. Once weather permits we will be installing PVC Pipe to help keep the water off the trail.

**OTHER:**

- Auburn Trail debris clearing and downed tree removal.

Highland Crossing Trail  
From Ray Warrick 2-20-23

I walked the Highland Crossing Trail from Westfall Road to Elmwood Avenue. I don't know who owns the property adjacent to the trail. There is a large amount of litter and garbage along the trail. The abandoned house to the east of the trail has refuse and crumbling buildings. North of that a large amount of litter has blown across the meadow and collected east of the trail in the bushes. There are at least three large orange barrels probably from a highway project. There are also a metal lawn chair and some other large pieces of junk.

As you go north and leave the area that is probably NYS property to the west, there are two large metal panels. A merry-go-round from a playground is also abandoned here. Several large pin oaks are here and need some expert pruning and fertilization.

The remainder of the trail is relatively clean. Additional stone dust will be needed in the future. Matt is already working on the drainage problems of the trail near Elmwood Avenue.

To pick up the litter along the trail a group of volunteers could do a clean sweep. This needs to be completed before the bushes leaf out in the spring. The volunteers must be prepared to go into the bushes to collect litter. A town pickup truck would be needed to pick up the orange barrels and larger pieces of litter. An arborist should inspect the pin oak trees. I am not sure what to do about the playground equipment and metal panels.

Let's discuss at the next meeting of the CAB.

Ray