

BRIGHTON PARKS AND RECREATION DEPARTMENT
Citizens Advisory Board

MEETING MINUTES

January 29, 2023

4:30 PM

ATTENDEES: Ray Warrick, Rebecca Cotter, Jackie Marchand, Mark Kokanovich, Denis Conley, Mike Tullio, Supervisor William Moehle, Kerry Bennage, and Coleridge Gil.

BUSINESS MATTER: WINTER'S MARKET PROJECT UPDATE

Open discussion concerning recent visits by Board members to the Winter Farmers Market at the Buckland Park. Several topics were discussed including the planned installation of a Flashing cross walk at the Brickyard Trailhead and the potential for the addition of a traffic light at the entrance to the Market parking lot.

RE: SUPERINTENDENT'S REPORT

See Attached report.

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

Exterior siding has been installed to the new section of the Winter Farmers Market building and the associated caulking and painting will be completed this spring. Market operations are proceeding well with ample space available for vendors and parking for customers. Professional photos were recently taken that will be available to the Department for use in further marketing of the facility.

The Market construction project recently received an award from the local chapter of the American Association of Public Works on January 25, 2024 (Projects <\$5million). The Department will be hosting a tour for Brighton Seniors this week and is looking for additional opportunities to use the space for programming.

Brickyard Trail Art Exhibit accepting entries for a show to be held at the Buckland House starting the weekend of 8 March 2024. The Department is very busy with the Winter/Spring programming and working on summer programming. Pickleball is very popular and is offered in the small gym during the day for beginners and an advanced class with training provided by a Pickleball Pro in the evening.

Finalizing arrangements for a Solar Eclipse event to be held on 8 April 2024 at Buckland Park. Stay tuned for an announcement of the planned activities in the near future.

SUBCOMMITTEE REPORTS:

TOWN BOARD UPDATE – reported by Supervisor Moehle

The Town is awaiting the Environmental Impact Review from the project developer and the NYSDEC for the Top Golf facility construction project with a goal of completion by the end of 2024.

Geothermal test well to be installed this spring to evaluate the potential to use ground source cooling and heating for the Town Hall complex. The Town Hall renovation project is expected to start by the end of 2024 and will require the temporary relocation of the Town offices during implementation. The project will include the installation of ramps in the front of the Town Hall. Temporary relocation of the Town Offices will be required to accommodate the work.

A Town-wide property value reassessment will be completed in 2025. Commercial and residential property values have increase significantly since the last assessment completed in 2018 facilitating the need for the reassessment. Town Engineer Everett Garcia has

accepted a position with TYLin. Brighton resident, James Sprague will be joining the Town's Staff from the Town of Canandaigua Department of Public Works.

CORBETT'S GLEN / HIGHLAND CROSSING TRAIL – reported by Ray Warrick

An inspection of the recently installed drainage features on the Loop trail indicated that these improvements were managing the surface water flow in the area well.

YOUTH & FAMILY – reported by Coleridge Gil

A United States Tennis Association (USTA) school grant for equipment and training was received by the Department to support tennis classes in the afterschool program. Winter programming includes Tai Kwon do, skiing and rock climbing activities. A Pokemon camp is scheduled for the February School break period.

PARKS AND FACILITIES reported by Mark Kokanovich

Field use policies are being reviewed by the Park Superintendent and a meeting with organizations planning to use the facilities this summer is scheduled for February. The Department anticipates resting some fields at Buckland Park this spring.

BRIGHTON SOCCER – reported by Mike Tullio

Registration for the 2024 season opened on 15 January 2024 and will accept registrants through 29 February 2024. The Board participated in the Monroe Unite Soccer League meeting and the season will start before Labor Day for the older age group teams and after Memorial Day weekend for the younger age teams. The Board is working with the Park Superintendent to install a commemorative bench at Buckland Park to honor John Callahan for his extraordinary volunteer support of Brighton Soccer.

PEDESTRIAN TRAILS AND CYCLING reported by Jackie Marchand

Initiated an open discussion concerning the entrance to the pedestrian/cycling trail at the Brighton Town Park and inquired why the trail was not extended to the paved area adjacent to the Town Park Lodge.

Good of the Order –

MOTION TO ADJOURN MEETING AT 5:45 PM offered by Mark seconded by Mike.

NEXT MEETING DATE: MONDAY, February 26, 2024 at 4:30 pm.
Brookside School Multi Purpose Room

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

Facility/Park Report

Submitted by Matt Beeman 1/29/24

This is a very brief report regarding our main facility and park areas. Parks are now winterized. We are busy setting up 2023 service contracts, bids and various equipment and supply requests. As our maintenance and facility demands continue to grow, we continue to take a closer look at existing park maintenance procedures. We are working to re-evaluate maintenance standards for all parks and other properties maintained by the parks department. We remain busy with park and facility maintenance, especially on trails. 2023 field use policies and procedures will be sent to all groups who utilize Town of Brighton fields at the end of January.

TOWN PARK:

- Upgraded Heat Pump and solar system was installed in mid-December. The oil fuel tank has been removed. We will now monitor the new system for efficiency.
- General Park cleanup and snow and ice removal.
- Tree and debris removal from windstorm.
- Extensive equipment and material inventory and organization.
- Parking lot lamps have been converted to LED
- We have started with the removal of the Town Park Playground. Our goal is to have the site cleared this winter and be ready to install the new playground in the spring.
- Lodge bathrooms have been repainted.
- We are identifying additional ash trees that will need to be removed.
- Scheduling all facility alarm and fire system inspections.
- Maintenance garage roof repair.

PERSIMMONS PARK:

- General Park garbage removal.

MERIDIAN PARK:

- General Park cleanup and snow removal.
- Snow Fencing and Snow Stakes have been put into place.
- Park vehicles and facilities have been equipped for snow removal.
- Extensive equipment and material inventory and organization.
- Working with Brighton Little League as they are replacing a set of dugouts on Field #2.
- Scheduling annual facility fire inspections.
- Tree and debris removal from windstorm.
- We are gathering updated information and numbers to include bathroom renovations in the next round of CIP requests.
- Removed and refurbished the tennis court net posts.
- Meridian Centre Park was recently featured on a “Parks with Boardwalks” feature, so we have seen a spike in park usage.

BUCKLAND PARK:

- Because of the surge of field use in 2023 we will be identifying athletic fields that may need to be rested in the spring based on how they responded to fall maintenance.
- General Park cleanup and snow removal.
- Seasonal restroom facilities have been winterized and closed for the season.
- Equipment winterization and preventative maintenance.
- Tree and debris removal from windstorm.
- Park vehicles and facilities are equipped for snow removal.
- Lodge door lock repairs.

- Extensive equipment and material inventory and organization.
- We will close the lodge down for a week in March to create time to do some more extensive repairs. These include plumbing repairs and sink and counter replacements.
- Rebuilding field paint sprayers.
- We are evaluating some decay on the outdoor beams on the concession building.
- Lodge window replacement is currently set for mid-February.

BUCKLAND FARMHOUSE/VETERAN'S MEMORIAL:

- Annual heating system maintenance.
- Replacement of fire system air compressor.
- Snow and ice removal.
- We are working with Caccamise Electric to try and update the farmhouse parking lot lighting.

CORBETT'S GLEN:

- Ongoing landscape /trail maintenance to keep trails clear of debris.
- Daily Park shifts are still being scheduled.
- Various downed trees and debris removal from windstorm.
- Our south end trail rebuild has held up great.
- 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 inspection.
- We will be resuming efforts with the friends of the Brickyard Trail to continue our invasive species removal plan.

LEHIGH VALLEY TRAIL:

- General Trail inspections and maintenance.

12 CORNERS TRIANGLE PARK:

- Seasonal irrigation system has been winterized.
- Weekly garbage removal.

HIGHLAND CROSSING TRAIL:

- Tree removal on pedestrian boardwalk and neighboring Town Property.
- General trail clean up.
- Tree and wind debris clean up from windstorm.

WINTER FARMERS MARKET BUILDING:

- Parking Lot staked for ice and snow removal.
- Additional staff time has been required to keep up with plowing, shoveling, and salting.
- Building cleaning

OTHER:

- Multiple No Hunting signage placed at Lynch Woods Park.
- Auburn Trail inspections.
- The Town is in the process of planning a April 8 Eclipse event to be held at Buckland Park.