

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

**MEETING MINUTES**

February 26, 2024

4:30 PM

**ATTENDEES:** Rebecca Cotter, Jackie Marchand, Denis Conley, Mike Tullio, Supervisor William Moehle, Councilperson Chris Werner and Coleridge Gil.

**BUSINESS MATTER: SOLAR ECLIPSE 2024 EVENT PLANNING**

Solar Eclipse 2024 observation event planned from 1- 5 PM on 8 April 2024 at the Buckland Park on Westfall Road. The event will include Food Trucks and live music provided from the group "Shine". No overnight parking will be allowed at the park and additional 'day of' parking will be available at the church parking lot across the street from the Winter Farmer's Market. Public Safety Department staff will be on-site for traffic management. A pair of ISO certified viewing glasses will be available from the Town with the donation of a perishable food item for the Brighton Food Cupboard.

**RE: SUPERINTENDENT'S REPORT**

Department is busy renewing contracts and orders with suppliers. The moderate winter weather has enabled the Department staff to get a head start on field and trail maintenance. Currently removing the playground at the Town hall and establishing a pad for the installation of a new playground in May 2024. Park facilities will be opened for the Solar Eclipse Event at Buckland Park.

See Attached report for more information.

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

Busy Winter Camp Week just concluded which included 30 all day participants and a Taylor Swift dance Party on Friday 2/23/24. Pickleball instruction is being provided for all levels of play.

Brickyard Trail Art Exhibit will be held at the Buckland House from 10AM - 3PM on 8/9, 16/17 and 23/24 March 2024. The Department is very busy with the Winter/Spring programming and working on summer programming.

Peggy Dempsey was recognized by the Brighton Believes Council at the BCSD Board Meeting for her outstanding contributions to the Town of Brighton. Reconnect Rochester is planning to provide guided bike rides through the Brighton trail and road system throughout the summer of 2024. First ride is scheduled for June 2024.

**SUBCOMMITTEE REPORTS:**

**TOWN BOARD UPDATE – reported by Supervisor Moehle**

Geothermal test well installed to a depth of 500 feet to evaluate the potential to use of ground source cooling and heating for the Town Hall complex. The Town Hall renovation project will require the temporary relocation of the Town offices during implementation which is planned for late 2024 through 2025.

State of The Town of Brighton Message to be provided by Superior Moehle on Wednesday 2/28/24.

**YOUTH & FAMILY – reported by Coleridge Gil**

Winter break camp was very successful with 30 all-day participants and several special events throughout the week. Summer program planning is currently underway and anticipate several returning staff from last summer's team.

**BRIGHTON SOCCER** – reported by Mike Tullio

Early registration for the 2024 season closes on 29 February with additional registration open through April 2024. Current registration off to a great start with approximately 175 already signed up which is about 50% of last year's total participants (350). Bard looking at other methods to reach out to new potential players. Field use information sent out to sports teams with preference for Brighton based organizations.

**PEDESTRIAN TRAILS AND CYCLING** - reported by Jackie Marchand

Nothing new to report RE: Town Cycling and Pedestrian trails.

**Good of the Order** –

Denis Conley offered to continue to serve as Board Chair for the 2024/25 meeting dates unless another Board person would like to assume the reins. Attendees unanimously accepted the proposal.

Remaining Meeting dates for 2024 include:

**March 25, April 29, May 20, June 24, September 30, October 28, November 25.**

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

**NEXT MEETING DATE: MONDAY, March 25, 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 2/26/24

This is a very brief report regarding our main facility and park areas. Parks are now winterized. We are still busy setting up 2024 service contracts and bids for various equipment and supplies. We are continuing to re-evaluate and establish new maintenance standards for all parks and other properties maintained by the parks department. The main goal is to continue to provide safe, functional, and aesthetically appealing parks and facilities. We remain busy with park and facility maintenance, especially on trails. We are beginning to receive communication from various youth athletic groups on what their anticipated spring field use may look like.

**TOWN PARK:**

- Heating system has been completely updated with a Heat Pump System as well as some solar power.
- General Park cleanup and with minimum snow and ice removal.
- Extensive equipment and material inventory and organization.
- Scheduling all 2024 facility alarm and fire system inspections.
- Building new park picnic tables to replace ones that have deteriorated.
- We have been busy removing the Town Park Playground which was installed in 1998 to prep the area for the new playground installation. The new playground will be delivered on Wednesday.
- Extensive storm tree debris pick up.
- Maintenance garage roof repair.
- Working with Geese Control to implement a plan for the spring to address the current goose problem.
- We are experiencing some clogged streams and outlets around the pond. We will be contacting the Sewer Department to see if they can assist us in cleaning out the blockages.

**PERSIMMONS PARK:**

- General park garbage removal. Lots of garbage at the end of Eldridge Road.

**MERIDIAN PARK:**

- General Park cleanup and minimal snow removal.
- Preventative maintenance and repair on all equipment.
- Spring field use plans are being formulated.
- Extensive equipment and material inventory and organization.
- Scheduling annual facility inspections.
- Additional tree trimming along baseball fence and walking trail perimeters.
- Extensive storm tree debris cleanup.
- We are gathering information and numbers to include bathroom renovations in the next round of CIP requests.
- We have budgeted out money for annual court repair to help extend the life of our court surfaces.
- Baseball dugouts on Field #2 are in the process of being removed and replaced as part of a Little League project.
- We are working with Little League to reconstruct the batting cage area and utilize some turf they purchased.

**BUCKLAND PARK:**

- Because of the surge of field use in 2023 we will be identifying athletic fields to be rested in the spring based on how they responded to fall maintenance.
- General park cleanup and minimal snow removal.
- Seasonal restroom facilities have been winterized and closed for the season.
- Equipment winterization, repair, and preventative maintenance.
- Spring field use plans are being formulated.

- Extensive storm tree debris clean up.
- We are closing the lodge down during a week in March to complete some extensive maintenance repairs and tasks including replacement of windows.
- We are evaluating some decay on the outdoor beams on the concession building and working with a contractor to fix.
- Extensive equipment and material inventory and organization.
- Buckland continues to see a large number of winter park use.
- Building new park picnic tables to replace ones that have deteriorated.
- Rebuilding field paint sprayers.
- We need to address some additional baseball fence issues on the 60/90 Diamond.
- Upgrading an electrical disconnect to be utilized as a power source for future events and programs including the April 8<sup>th</sup> Eclipse event.

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

- Annual heating system maintenance.
- Electrical voltage issues at the house appear to have been repaired.
- Minimal snow and ice removal.
- Working to get prices to replace the damaged parking lot light poles.
- Troubleshooting a light contactor issue.

#### **CORBETT'S GLEN:**

- Ongoing landscape /trail maintenance to keep trails clear of debris.
- Daily park shifts are still being scheduled.
- The Corbett's Glen Advisory Council continues to evaluate current/future issues that face the Glen currently overuse, erosion, dogs and parking
- Extensive storm tree debris clean up.

#### **BRICKYARD TRAIL:**

- Daily park shifts still being scheduled.
- We have removed additional dead ash trees along the property line of #1, #5, #7 Roby Drive.
- We will be resuming efforts with the friends of the Brickyard Trail to continue our invasive species removal plan.

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

- General Trail Maintenance sweeps

#### **12 CORNERS TRIANGLE PARK:**

- Weekly garbage removal.

#### **HIGHLAND CROSSING TRAIL:**

- General trail monitoring.
- We are working to identify numerous dead ash trees along town owned property that neighbors St. John's
- Extensive storm tree debris pick up.
- Pedestrian bridge repair

#### **WINTER FARMERS MARKET BUILDING:**

- Minimal snow and ice removal
- Building cleaning

**OTHER:**

- Extensive storm tree debris clean up on the Auburn Trail.
- Additional No Hunting Signs placed at Lynch Woods Park.
- We are assisting with the planning of the April 8<sup>th</sup> Eclipse Event at Buckland Park.
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