

BRIGHTON PARKS AND RECREATION DEPARTMENT
Citizens Advisory Board

MEETING MINUTES

May 20, 2024

4:30 PM

ATTENDEES: Rebecca Cotter, Kerry Bennage, Denis Conley, Coleridge Gil, Ray Warrick, Supervisor William Moehle, and Councilperson Chris Werner.

RE: SUPERINTENDENT'S REPORT

See Attached report for more information.

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

Summer Farmers Market working with the Town DEI Officer to highlight diversity equity and inclusion opportunities for participation in the Market. Department is evaluating the Westfall Barn Market configuration to support other activities.

Memorial Day celebration planned for the Buckland Park Brighton Veterans Memorial on 27 May 2024. Bike Rodeo scheduled for 9 June 2024 at the BHS Parking Lot with a helmet giveaway and bike raffle!

Summer Camp is fully staffed and finalizing curriculum. Enrollment filling up Fast! Summer Concert series at Buckland Park almost completed. Leased to report that “Shine” will be on the schedule!

Department offices will be relocating within the former Brookside School facility this summer to accommodate building renovations.

SUBCOMMITTEE REPORTS:

TOWN BOARD UPDATE – reported by Councilperson Werner and Supervisor Moehle

COMIDA meeting to review the TopGolf proposal scheduled in the near future. Clean Sweep was a great success, thanks to all who volunteered their time and efforts!

Cross walk policy to be considered in the next Board meeting on 22 May 2024.

Park permit use process is under review due to recent incidents at 12 Corners park. Goal is to establish when a permit is required based on the number of individuals involved in the selected activity and notification of the Brighton Police Department.

YOUTH & FAMILY – reported by Coleridge Gil

Summer programming planning is being completed and the Department is fully staffed mostly with returning staff from previous years.

FACILITES AND PARKS – reported by Mark Kokanovich

Islamic enter and the Town have developed a plan for use of the Town Park parking lot for overflow parking. Due the wet spring, mowing in poor drainage areas has been limited. Town evaluating the purchase of a smaller mower to use in these areas.

The grass trail in Buckland Park will be extended into the parcel of land bordering park along South Winton Road.

Remaining Meeting dates for 2024 include:

June 24, September 30, October 28, November 25.

MOTION TO ADJOURN MEETING AT 5:30 PM offered by Mark seconded by Cole.

NEXT MEETING DATE: MONDAY, June 24, 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 5/20/2024

This is a brief report regarding the main park areas & facilities. Other park areas are tended to on a regular basis. Winterized facilities were officially opened for the season on April 19th. We are extremely busy with Park and Facility maintenance tasks. All Seasonal laborers will be starting by May 20th and will provide us with much needed help with day-to-day park maintenance. Park supplies and various materials are being ordered and delivered. It has been a difficult start to the mowing season and we have been providing additional mowing and trimming in addition to our contracted mowing. Planning for our July 4th celebration has been well underway. We are still working hard to accommodate and manage athletic field use requests.

TOWN PARK:

- Various new tree plantings have been placed throughout park.
- We will be removing some additional dead ash trees.
- All fire alarm inspections have been completed.
- Athletic Field preparations.
- Preventative maintenance and tune ups on all park equipment.
- Lodge bathroom Door repairs.
- We have worked with the Islamic Center of Rochester to accommodate parking on Fridays by working out a rental fee for use of the parking lot.
- We will be installing the new playground around June 17th.
- Men's bathroom sink and plumbing repairs
- Working on CIP requests 2025 – 2028
- General park cleanup
- Limb cut back along the Highland Crossing Trail

PERSIMMONS PARK:

- General Park bi-weekly garbage cleanup
- Mowing and Trimming.

MERIDIAN PARK:

- All annual alarm and fire inspections have been completed.
- Continued trail maintenance.
- Athletic Field preparations.
- Restroom plumbing repairs.
- We temporarily suspend trail mowing for a few weeks to accommodate and not disturb or potentially hurt deer fawns.
- We continue to work with Brighton Little League on various field maintenance requests.
- We have been working with Little League to rebuild the batting cages.
- Working on CIP requests 2025 – 2028
- Boat Dock brush cut back.
- Due the recent wet weather Meridian was difficult to cut. We needed to spend additional time cutting fields.
- Various trail repairs.

BUCKLAND PARK:

- Seasonal facilities were opened up on April 8th
- Preventative maintenance on all equipment
- All annual alarm inspections have been completed.
- Playground equipment evaluation and replacement.

- Grass perimeter trail was cut and re-established last week. This will require bi-weekly mowing to keep up. We will be expanding this trail into the newly purchased acreage on the East side of the park.
- Athletic field preparations.
- 60/90 Baseball Field fence repairs.
- New faucets in all outdoor bathrooms
- Tennis court fence repairs.
- Working on CIP requests 2025 – 2028
- New soccer goal assembly and fields lined for Brighton Soccer League.
- Window replacement in Buckland Lodge
- Some vandalism was reported last week as playground equipment was damaged along with the naxolone storage box.

SANDRA FRANKEL NATURE PARK/BRICKYARD TRAIL:

- Daily general park walkthrough
- Graffiti removal
- Mowing

CORBETT'S GLEN:

- Ongoing landscape /trail maintenance to keep trails clear of debris.
- Various downed tree limb and debris removal.

LEHIGH VALLEY TRAIL & THE HIGHLAND CROSSING TRAIL

- General Trail Maintenance
- Various tree limb and brush removal
- Pedestrian bridge maintenance HCT
- LVT will be the focus of a small trail rebuild around East River Road
- Mowing

BUCKLAND FARMHOUSE/VETERANS MEMORIAL:

- All annual alarm inspections and building inspections
- Garden and walkway maintenance
- We will be doing our annual spring cleanup of both the house and Veterans Memorial this week to spruce things up for our Memorial Day event.
- Garden water faucets adjustment and repair.

12 CORNERS TRIANGLE PARK:

- General park maintenance over the next weeks will include sprucing up the park and installing hanging baskets and other plantings. The dedicated maintenance is starting to provide noticeable results.
- We will be hanging bunting on the gazebo in honor of Memorial Day.
- Irrigation line repair

BUCKLAND FARMERS MARKET BUILDING:

- All fire inspections have been completed.
- Building cleaning.
- Mowing and trimming

OTHER:

- We are continuing to identify capital improvement projects and maintenance equipment needs for the future.
- We have continued to maintain the Brighton portions of the Auburn Trail.