

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

**MEETING MINUTES**  
September 30, 2024  
4:30 PM

**ATTENDEES:** Ray Warrick, Rebecca Cotter, Denis Conley, Mike Tullio, Matt Beeman, Mark Kokanovich, Coleridge Gil, Jackie Marchand, Supervisor Moehle and Councilmember Chris Werner.

**BUSINESS MATTER: TOWN HALL RENOVATIONS**

Supervisor Moehle provided an overview of the planned renovations of the Town Hall Campus including upgrades to the parking area, installation of a “Splash Pad”, placement of the playground away from the expanded parking area and renovations to the existing pool and associated amenities i.e. the picnic areas and walkways.

Anticipated schedule for Town Hall project has yet to be finalized but site preparations are expected in late 2024 with active construction activities occurring through 2025.

Additional \$1.2 M in NYS funding for the project was secured by State Senator Cooney's and Assemblymember Clark's offices.

**RE: SUPERINTENDENT’S REPORT – reported by Matt Beeman**

The Superintendent met with Dr. George Smith and Mr. Robert Bennett to evaluate a location for the proposed “Miyawaki” forest at the Buckland Park. The project would require the installation of fencing around the perimeter and an estimate for the project will be included in the 2025/26 budget process.

The Buckland Park concessions building will require the replacement of a support beam and the Park staff have been busy replacing chip wood bedding in the Buckland Park perimeter trail and maintaining the passive recreation grass trail within the open parcel adjacent to the Buckland Farm Market Barn and South Winton Road.

Additional information provided in the attached Facilities Report.

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

Trunk & Treat event scheduled for 19 October 2024 at the Town Hall and the Sensory Trick and Treat event will be held on 26 October 2024.

Several family outing events were conducted this summer including community bike rides in coordination with Reconnect Rochester with ~ 30 participants per ride. There was no fee associated with these activities due to generous sponsors.

A new Seniors Program Coordinator was hired and started on 25 September allowing for overlap and on-boarding with the current coordinator whose last day is 15 October 2024.

Department has initiated planning for the Brickyard Trail Art Exhibition scheduled for April 2025 and the Winter Farm Market is scheduled to start on 17 November 2024 at the Buckland Farm Market Barn. The current Brighton Farmers market will continue at the BHS parking lot through 10 November.

**SUBCOMMITTEE REPORTS:**

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

Budget process currently underway and due to several factors i.e. rising insurance costs, will likely exceed the State Tax Cap.

The next scheduled Board meeting (10/2) will include a review of the installation of the sidewalk along East Avenue. Additional sidewalk installation projects are planned for Westfall Road, Del Rio Drive, and along Edgewood Road from Stonybrook to Westfall.

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

Forest Hills neighborhood residents reporting numerous illegally parked cars across from the north entrance to the Glen. Also, the Town is considering re-design of the signage at the south entrance to redirect traffic at the request of area residents.

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

After school program has 76 participants enjoying programs such as:

- “100 things to do in Rochester Before you’re 12”
- Soccer
- Tennis
- Tae Kwan Do

**PARKS AND FACILITIES** reported by Mark Kokanovich

The CAB recognizes the hard work and dedication of the Parks Department staff to prepare fields all summer for the extensive use by Youth Programs and adult pick-up soccer and softball. Another great year for enjoyment of the Brighton Parks!

**BRIGHTON SOCCER** – reported by Mike Tullio

League experienced very few cancellations this year as Matt and his team did a great job maintaining the fields around rain events and mowing contractor activities. We added several new goals this year that are “self weighted” eliminating the need for sandbags which also include wheels for safer use and movement.

**PEDESTRIAN TRAILS AND CYCLING** – Jackie Marchand

Requested to include a discussion of the “Multi-versity Trail” system connecting MCC, U of R and RIT during our next meeting scheduled for 28 October 2024.

Meeting dates for Fall 2024 will include:

October 28, 2024, November 25, 2024

MOTION TO ADJOURN MEETING AT 6:00 PM offered by Cole seconded by Chris.

**NEXT MEETING DATE: MONDAY, October 28, 2024 at 4:30 pm.**

**Brookside School Multi-use Room**

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

This is a brief report regarding the main park areas & facilities. Other park areas are tended to on a regular basis. We are extremely busy with Park and Facility maintenance tasks, especially on trails. Mowing and trimming have once again become very difficult early fall due to the cool nights and extra rain. The majority of our seasonal staff shifts have ended. We are still working hard to accommodate and manage athletic field use requests which have once again expanded for Fall.

**TOWN PARK:**

- All fire alarm inspections have been completed.
- Completed an extensive perimeter garbage pick-up off Sawgrass drive.
- Tree and limb removal on Highland Crossing Trail.
- Athletic Field preparations for GRADA (Greater Rochester Area Disk Association) which are utilizing the field at Town Park.
- Removal of downed trees.
- Picnic table and bench stain
- Preventative maintenance and tune ups on all park equipment.
- Playground installation was completed on July 27<sup>th</sup>
- Maintenance garage door repair.
- Pavilion #1 and #2 wood repair.

**PERSIMMONS PARK:**

- General Park bi-weekly garbage cleanup and mowing
- Fall Park cleanup.
- Vegetation growth cut back along South Clinton Ave.

**MERIDIAN PARK:**

- Various new large tree plantings have been placed throughout the park. We are strategically planting these so they will take the place of the deteriorating Ash trees along the park pedestrian walkway.
- All annual alarm and fire inspections have been completed.
- Continued trail maintenance including mowing, new stone dust and brush cut back.
- Outdoor drinking fountain repair.
- Athletic Field Aeration and over seeding.
- Restroom plumbing repairs.
- Baseball Field infield and lip renovations.
- New Playground surfacing.
- We continue to work with Brighton Little League on various field and park maintenance requests.
- Garden cleanups.
- Concession building is slated for a new metal roof and solar panels.
- Benches and tables stained.
- Continued equipment maintenance.
- Seasonal Park bathrooms will close on November 1<sup>st</sup>.
- Athletic field preparations for Fall seasons.
- Canal Boat dock cleanup and vegetation cut back.

**BUCKLAND PARK:**

- Preventative maintenance on all equipment is ongoing.
- Rotted Beams at Concession Building are currently being replaced.
- All annual alarm inspections have been completed.

- Grass perimeter trail is now cut on a bi-weekly basis.
- Athletic field preparations (aeration, over seeding, fertilization are being scheduled)
- Baseball fields lip renovations and repair.
- Baseball field edging.
- Baseball field base paths and mound rebuild
- 60/90 Baseball Field gate repairs.
- Field Irrigation repairs.
- Tennis court fence repairs.
- Basketball rim repair/replacement
- Playground equipment maintenance.
- Seasonal bathrooms will be closed on November 1<sup>st</sup>.
- Concession Building fire system repairs.
- Picnic table staining.
- Outdoor bathroom plumbing repairs.
- Pedestrian trail bridge vegetation cut back.
- Pedestrian bridge staining scheduled.
- We have begun work on rebuilding the park perimeter trail which includes material removal, re-grade and installation of new material.

#### **SANDRA FRANKEL NATURE PARK/BRICKYARD TRAIL:**

- Daily general park walkthrough
- Trail head garden clean up.
- Replacement signage.
- Working with volunteer group to remove invasive Japanese Knotweed.

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

- Ongoing landscape /trail maintenance to keep trails clear of debris.
- Removed various dead ash trees.
- Graffiti removal.
- We are working on additional property tree issues along Park Lane.

#### **LEHIGH VALLEY TRAIL & THE HIGHLAND CROSSING TRAIL**

- Various tree limb and brush removal
- HCT Pedestrian bridge maintenance.
- Trail mowing
- New signage and trail boulders along LVT.
- Downed tree removal along LVT.
- We have identified more ash trees on Town property that will need to be removed along the HCT.
- Minor trail maintenance including new surfacing on LVT

#### **BUCKLAND FARMHOUSE/VETERANS MEMORIAL:**

- All annual alarm inspections and building inspections
- Power issues with fire system compressor.
- Garden and walkway maintenance
- Fall Cleanup scheduled.
- Annual heating system maintenance.

**12 CORNERS TRIANGLE PARK:**

- Utility box repaint
- Weeding and garden cleanups.

**BUCKLAND FARMERS MARKET BUILDING:**

- All fire inspections have been completed.
- Mowing and Trimming.
- Building cleaning and program set ups

**OTHER:**

- We are continuing to identify capital improvement projects and maintenance equipment needs for the future.
- We have continued maintenance along the Auburn Trail within our easement requirements.
- We are working to put together a plan for splashpad and new accessible playground installation at Town Hall.