

BRIGHTON PARKS AND RECREATION DEPARTMENT

Citizens Advisory Board

MEETING MINUTES

November 25, 2024

4:30 PM

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

RE: SUPERINTENDENT'S REPORT – provided by Matt Beeman

20th Anniversary Veterans Luncheon scheduled for 11:00 AM Friday, 6 December 2024 at the Brighton Town Park Carmen Clark Lodge. Received great response for donation thus far and additional support from the Veterans Administration (VA).

Park staff have striped an additional 58 parking spots in the Market Barn parking lot to accommodate the Winter Farm Market which opened on 24 November 2025. Also developed a walking path from the Buckland House for overflow parking.

High five to park staff for all the hard work to prepare the Winter Market space for opening day!

- Additional information provided in the attached Facilities Report.

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

Winter Market added nine (9) outside vendor spots in the former Milking Barn area adjacent to the Winter Market Barn. We also have more than 30 vendors in the interior Winter Market Barn space. Solar powered lights have also been installed within the parking lot and pedestrian paths at the facility.

Upcoming special events include: Live music to accompany yoga class scheduled for 7 December 2025, Bingo in PJs at Brookside on 13 December.

Winter/Spring programming underway and the Department is starting the budget process for 2025. Revenue from recreation programming has increased in 2024 due to the addition of a 2nd afterschool program and self-performing programs implemented this year. Department receiving additional funding from Monroe County to support seniors programming from the ARPA American Relief Plan Act.

SUBCOMMITTEE REPORTS:

TOWN BOARD UPDATE – reported by Councilman Werner

Town Hall successfully moved to the Empire College Campus location on Westfall Road – thanks to all the hard work and organization of the staff. Currently open for business as usual! East Avenue sidewalk construction completed and a ribbon cutting ceremony is scheduled for 9:30 AM on 12 December.

Cross-walk policy approved by the Town Board and is moving to implementation with the assistance and additional funding from Monroe County.

Highway Department receiving great feedback on the frequency and efficiency of the lawn debris pickup program this fall.

FACILITIES AND PARKS reported by Mark Kokanovich

Park facilities and grounds are in tremendous shape this fall even though athletic field use is returning to pre-Covid shutdown levels thanks to the excellent work and dedication of the Park Staff. Superintendent plans to rest athletic fields including 1 at Meridien and 1 at Buckland this spring to address the increased play and use by youth and adult groups.

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

Trees noted in the Town Park that are blocking pedestrian trails will be removed by Park staff in December.

YOUTH & FAMILY – reported by Coleridge Gil

After school programs fully booked. Tennis clinic put on at Council Rock Elementary School had 18 participants and was a tremendous success. Winter/ Spring program includes basketball for boys and girls.

BRIGHTON SOCCER – provided by Mike Tullio

- See attached report.

PEDESTRIAN TRAILS AND CYCLING – Jackie Marchand

Nothing new to report . Looking forward to reviewing the Multi-versity Report from Collier Engineers when it becomes available later this year.

Good of the Order

Meeting dates for 2025 include:

January 27th, February 24th, March 24th, April 28th, May 19th, June 23rd, September 29th, October 27th and November 24th.

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

NEXT MEETING DATE: MONDAY, January 27, 2025 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 11/25/24

This is a very brief report regarding our main facility and park areas. Parks are now winterized. We worked closely with all youth sport groups to maintain and schedule our fields and facilities and had a very busy 2024 youth athletic season. I would like to commend the Park Staff for their hard work and dedication during the busy summer and fall seasons. We remain busy with park and facility maintenance, especially on trails.

TOWN PARK:

- Trail clean-up and final cut back.
- Park vehicles and facilities are equipped for snow removal.
- Year-end equipment maintenance.
- Parking lot lighting re-lamp.
- Extensive cleaning projects in lodge.
- Park cleanup garbage, leaves, brush and debris.
- Softball field maintenance.
- Maintenance garage roof repair and garage clean out to stage for winter projects.

PERSIMMONS PARK:

- Fall Park Cleanup and vegetation cut back.
- Eldridge Rd had been packed with stone in some troublesome areas which makes vehicle access much easier.

MERIDIAN PARK:

- Baseball Field Maintenance – Fields are prepared for the end of season. We continue to work with Brighton Little League on various upcoming maintenance projects and field improvements.
- All perimeter trails are trimmed and cut back and repaired.
- Snow Fencing and Snow Stakes are being put into place.
- All athletic fields have been aerated and over seeded.
- Preventative maintenance is being done on all tools and equipment.
- Park water was shut off on November 1st
- Park vehicles and facilities have been equipped for snow removal.
- Brighton Little league is replacing the dugout on field #2. Field #1 was replaced last year.
- Deer stand and deer hunter monitoring.
- Reports by dog walkers of coyote activity in back of park.
- Court nets will be taken down for the season on December 1st

BUCKLAND PARK:

- Athletic Field maintenance (re-seeding, aeration and fill-in).
- Because of the surge of field use in 2024 we will need to identify athletic fields to be rested in 2025. This will impact the youth sports seasons, especially soccer.
- Baseball diamonds are closed for the season.
- Seasonal restroom facilities have been winterized and closed for the season
- Park water was shut off on November 1st
- Equipment winterization and preventative maintenance
- Seasonal park clean up
- Park vehicles and facilities are equipped for snow removal
- Organization and inventory of park garages and facilities.
- Lodge door repairs.
- Storage barn door repair.

- Playground equipment maintenance and replacement.
- Park tree trimming and removal.
- Extensive cleaning and projects in lodge.
- Leaf and brush pickup.
- Tennis courts nets to be removed for the season on December 1st.

BUCKLAND FARMHOUSE/VETERAN'S MEMORIAL:

- We completed a Fall clean-up at both sites to cut back perennials and general site clean-up.
- The 2024 Veterans Day ceremony was a success.
- We will continue to re-plant additional rose bushes at the memorial next spring.
- Annual heating system maintenance.
- Working to repair parking lot light and light at the veterans memorial.

CORBETT'S GLEN:

- Ongoing landscape /trail maintenance to keep trails clear of debris.
- Daily park shifts are still being scheduled.
- Large tree removal on Park Lane was completed.

BRICKYARD TRAIL/SANDRA FRANKEL NATURE PARK:

- Daily park shifts still being scheduled.
- Regular trail maintenance
- Trail head brush cut back and clean up.

LEHIGH VALLEY TRAIL:

- General Trail Maintenance including tree limb and brush cut back and trail surface repair.

12 CORNERS TRIANGLE PARK:

- Seasonal irrigation system has been winterized.
- Seasonal lights will be installed this week.
- Weeding, leaf and garden cleanups scheduled.

BUCKLAND FARMERS MARKET BUILDING:

- All fire inspections have been completed.
- Building cleaning and program set ups
- We were busy prepping the site and building for the return of the indoor Farmers Market. This included building clean up, lay out and stripping the additional parking lot and installing a new 328 foot pedestrian walkway between the Buckland Farm House parking lot and Farmers Market Barn. We still have some site clean up and grading to do but the trail is installed.

HIGHLAND CROSSING TRAIL:

- General trail clean up.
- Pedestrian bridge debris clean up.
- We have identified some additional ash trees on Town property that will need to be removed.

OTHER:

- Once again, we have posted many new No Hunting signs and trail cameras in the Lynch Woods Park area to help address the volume of hunters who try to access that property.
- We have continued maintenance along the Auburn Trail within our maintenance easement requirements.

Conley, Denis

From: Michael Tullio <mtullio@tulliotax.com>
Sent: Monday, November 25, 2024 2:52 PM
To: Conley, Denis
Subject: Re: Town of Brighton CAB Meeting - Brookside School Multi-purpose Room 4:30 PM Monday 25 November 2024

CAUTION: External Email

Denis,

I had a family matter arise (nothing serious, thankfully), that most likely will prevent me from attending today's meeting.

No new updates regarding Brighton Soccer. The board continues to prepare for the 2025 season and is targeting January 13, 2025, to open registration for the 2025 season. The registration fees will remain the same as in 2024 and we will continue to offer an early registration discount similar to previous years.

Happy Thanksgiving to you and your family and please extend my holiday wishes to the other committee members.

Thank you,

Mike

Michael A. Tullio, CPA, MBA
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From: Conley, Denis <DConley@haleyaldrich.com>
Sent: Saturday, November 23, 2024 3:38 PM
To: 'William Moehle' <william.moehle@townofbrighton.org> <william.moehle@townofbrighton.org>; Christopher Werner <chris.werner@townofbrighton.org>; Rebecca Cotter <rebecca.cotter@townofbrighton.org>; matt.beeman@townofbrighton.org <matt.beeman@townofbrighton.org>; Kerry Bennage <kerry.bennage@townofbrighton.org>
Cc: Ray Warrick <rwarwick215@gmail.com>; Mark Kokanovich <mpk391@gmail.com>; xcski81506 <xcski81506@aol.com>; Jackie Marchand <jackie@womantours.com>; Michael Tullio <mtullio@tulliotax.com>
Subject: Town of Brighton CAB Meeting - Brookside School Multi-purpose Room 4:30 PM Monday 25 November 2024

Dear CAB Members,