

**BRIGHTON PARKS AND RECREATION DEPARTMENT  
CITIZEN'S ADVISORY BOARD**

**MEETING MINUTES**

May 21, 2018

ATTENDANCE: Denis Conley, Becky Cotter, Coleridge Gill, Mark Kokanovich, Linda Leavitt, Jackie Marchand, Supervisor William Moehle, Mike Tulio, Ray Warrick, Mike Zobel

APPROVAL OF MINUTES: Mark Kokanovich moved to approve the April 30, 2018 meeting minutes with the addition of the Pedestrian and Cycling Subcommittee report, second by Jackie Marchand.

**BUSINESS MATTER:**

**RE: VETERANS MEMORIAL SIGN –**

Sign scheduled to arrive by the end of the week. Matt will have it up for Memorial Day as long as it arrives on schedule.

**RE: PARKS SUPERINTENDENT'S REPORT – Matt Beeman**

- Seasonal Labor all on this week.
- Park mowing began May 1st.
- Town Hall playground Sway Glider installation, landscaping and signage to be completed by Memorial Day.

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

- Brighton Farmers Market: The Summer Farmers Market has begun and is held every Sunday from 9:00 am - 1:00 pm at the Brighton High School Parking Lot through November 18th.
- The Memorial Day Ceremony is set for Monday, May 28th at 2:00 pm at the Veteran's Memorial at Buckland Park. All are welcome. We have secured a Taps player through an online service after not being able to connect with one on our own. We are still looking for a Color Guard for the event but are hoping that a local Boy Scout Troop will be able to fill that need for us.
- Planning for the Bike Rodeo is underway. Fliers were distributed and will be held on Sunday, June 10th at the Brighton High School in conjunction with the Brighton Farmers Market. This event is planned with the Brighton Police Department and is sponsored by the Brighton Police Patrol Association, Twelve Corners Mobile, Wegmans, and the Recreation Department. The Brighton Police Explorers volunteer at the event and are a huge help!
- Budget work for the Department has begun and will continue into early summer.
- Clean Sweep was a great success. There was a great response with online registration. We had 151 people register online before the event, this is the biggest response to date. We also accepted registrations at the Town Hall the morning of the event. There were also student groups participating that were not included in that online registration total. Everything went well, we will need to better coordinate volunteers to help serve lunch and clean up at FRES next year.
- Summer Camp Registration is ongoing and has been well received. People have been very successful using the online registration system to process their requests. 4 of the 6 weeks at French Road Camp are already full and TCMS is close to being full. We do expect that all camp weeks at all locations will be at capacity or very close to capacity by the time summer starts.
- The Seniors will be taking a Mystery Trip on Thursday, May 24th! There is a great response to this local trip and the destination will be a surprise for those going! The Seniors have also started their monthly trips to the Rochester Public Market. They attend the market once per month through the summer. A flier was distributed.

**SUBCOMMITTEE REPORTS:****YOUTH & FAMILY – provided by Coleridge Gill****From Michele Aman:**

- The Winter/Spring season is coming to a close, Instructional Basketball programs just ended and the last program of the season is the Parent/Daughter Dance that I will be assisting Katie with.
- We are still looking to fill a few positions at summer camp. If you know anyone looking for a summer job, please pass on my contact information.
- Other than hiring, I am preparing for the summer by completing a summary of our camp inventory and ordering needed supplies.
- I will be asking instructors for their Fall program information to be in by the first week of June. Planning for the Fall commences just about as our summer season starts, looking forward to another successful summer!

**From Katie Tytler:**

- Town Hall Pool will be opening on June 16. Still working on hiring lifeguards and creating the schedules for the staff for the summer.
- Parent / Son Bingo was a huge success we had our largest participation yet. We had 55 participants.
- Working with instructors for Fall program submission.

**FACILITIES & PARKS – reported by Mark Kokanovich**

This is a brief report regarding the main park areas & facilities. Other park areas are tended to on a regular basis. Winterized facilities were opened for the season on April 25. We will have our full force of Seasonal laborers on schedule this week. Mowing and refuse contracts are renewed for 2018. Park mowing began on May 1st.

**TOWN PARK:**

- Continuing to coordinate Capital Improvements which will include new concrete walkways, parking lot repair and sealing, sewer catch basin replacement, ADA automatic door for lodge, new roof and new windows. Anticipated completion in August. Carmen Clark Lodge roof and windows have been completed. The project was completed on time and under budget. Various new tree plantings. All fire alarm inspections have been completed. The Rec Dept Softball League has cancelled. We are looking at ways to utilize the field area for other community groups. Completed an extensive perimeter garbage pick-up off Sawgrass drive. Playground equipment has been replaced. We are updating policies and procedures for our rental facilities that will include rental fee increases, rental times and a security deposit for damages. Preventative maintenance and tune ups continue for all park equipment. Replaced outdoor grills

**PERSIMMONS PARK:**

- General Park weekly garbage cleanup

**MERIDIAN PARK:**

- Park equipment has been serviced for spring operation. Annual alarm and fire inspections have been completed. Continuing trail maintenance for year-round park users. Spring field maintenance plans are in effect. Youth sport teams are in full swing. Working with Brighton Ambulance to secure a second AED machine which will be stored outside at Meridian Center Park in a locked weatherproof case. Combination to case would be shared with all youth and adult sport organizations who utilize athletic fields. Baseball dugouts have been re-shingled

**BUCKLAND PARK:**

- Seasonal facilities were opened up on April 25<sup>th</sup>. Preventative maintenance on all equipment continues. All annual alarm inspections have been completed. Recommended and submitted a budget transfer top cover unexpected equipment and facility repairs that have depleted our repair budgets. We have discovered a drainage issue at Buckland Park that may be responsible for the wet trail conditions on the west side of the park. Working with highway and sewer departments to see if any work can be done with town forces to alleviate the problem. We are updating policies and procedures for our rental facilities that will include rental fee increases, rental times and a security deposit for damages. Spring field maintenance plans are being implemented. Replacement of outdoor grills near pavilion. We will be continuing to plant trees in various areas of the park to replace ones that have been removed over the years. Working with Insurance to repair our 3-bay barn storage facility that was damaged by a highway vehicle.

SANDRA FRANKEL NATURE PARK/BRICKYARD TRAIL:

- Daily general park walkthrough, Mulching entrance beds on trailheads

CORBETT'S GLEN:

- Ongoing landscape /trail maintenance to keep trails clear of debris. Unfortunately, during this time of year, there is little we can do because of the wet conditions. We will continue our trail rebuilding efforts as soon as weather permits. We will be placing signage this week that will educate park users as well as enforce park regulations such as entering the water. We are continuing to work with various local tree companies to take donated wood chips from various job sites to use on the park trails.

LEHIGH VALLEY TRAIL

- General Trail Maintenance. Various tree limb and brush removal

BUCKLAND FARMHOUSE/VETERANS MEMORIAL

- All annual alarm inspections and building inspections. Replanting of rose bushes around Veterans Memorial took place May 3. Garden and walkway maintenance. Additional landscaping efforts on Farmhouse Gardens and Vets Memorial will take place this week. Veterans Memorial Sign should be completed this week. It will be installed on the Farmhouse sign.

OTHER:

- We are working with Facilities and the sewer department to begin installation of the sway fun glider that was donated last year by Brighton Kiwanis. It will be installed in the area of the Kiwanis playground at Town Hall.

BRIGHTON SENIORS – reported by Emily Kelsey

- **6/7 Trip to the Public Market** - Skip the hassle of finding parking and join friends while shopping for fresh and local produce. The bus will leave the Center at 9:45 am and return by 12:30 pm. Sign up by noon on June 5.
- **6/14 Mad Hatters Trip: Democrat & Chronicle Tour & Lunch at Patti's Pantry** - Please ask for a registration form and get the completed portion to Eileen M by 6/12. Find out more about becoming a Mad Hatter member.
- **6/25 Who doesn't love a freebie?** Catch a classic movie at the **Dryden Theatre Senior Matinee**. 1940's The Letter will be showing. Then, let's head over to Rita's Italian Ice for an ice cream. Cost: \$4 bus fare & cost of your ice cream (about \$5). Please sign up by June 19.
- **Healthy Mind, Healthy Life** - Improve your overall health and wellness by mindfully engaging in an active brain lifestyle. Join this engaging series, to learn the science and art of brain fitness at any age. Topics include: foundations of brain science, vision & hearing, smell & taste, touch, meaningful connection, balance & mobility. This session begins on Tuesday, July 10, at 1:30 pm and pre-registration is required by Thursday, July 5.

PEDESTRIAN/CYCLING TRAILS COMMITTEE – Reported by Jackie Marchand

- No change on the status of the Highland Crossing Trail easement access agreements but did write a letter requesting the widened bike lane.

TOWN BOARD UPDATE – reported by Bill Moehle

- Clean Sweep was very successful.
- Electronics recycling and shredding went well.
- Town Board Public Hearing will be held to prohibit smoking and vaping at all Town properties (including parks).
- Congratulations to Mark for getting re-elected to the Brighton Central School Board.

CORBETT'S GLEN ADVISORY COUNCIL – reported by Ray Warrick

- Friends of Corbett's Glenn – how to proceed? Next step undetermined. REI employees may be able to help with "clean-ups" of trail systems.

BRIGHTON BASEBALL – reported by Mike Zobel

- Home run derby was rescheduled due to weather for Sunday, June 3<sup>rd</sup>
- Challenger program is working out well, 10 or 11 participants. The more experienced travel and school teams are all helping the challenger kids with their skills on the field, on a rotating basis. This buddy or helper system started just this past weekend and it seems to be a hit with both the participants and

travel/school ball players. Despite the weather, the season is mostly on track. No significant back log of games at this time. School ball season winds down this week. BLL is working on a permanent solution to concessions since we parted ways with Rick Bentley. Meetings are ongoing with a number of vendors.

COMPREHENSIVE PLANNING COMMITTEE – Reported by Mark Kokanovich

Met last Thursday, getting to final stretch. Finalizing in early June with Public hearing on June 13<sup>th</sup>. Needs to be accepted by the Town Board by the end of summer.

MOTION TO ADJOURN MEETING AT 6:30 PM by Coleridge Gill, 2<sup>nd</sup> by Ray Warrick.

**NEXT MEETING DATE: MONDAY, June 25, 2018** at 4:30 pm.

In the Brookside Senior Lounge

\*\*If you are unable to attend this meeting or will be late, please contact Denis Conley (denischemist59@gmail.com) at 585-784-0231 or Linda Leavitt (Linda.Leavitt@townofbrighton.org) at 585-784-5265.