

BRIGHTON PARKS, RECREATION & COMMUNITY SERVICES
CITIZENS' ADVISORY BOARD
MINUTES
March 30, 2015

PRESENT: Matt Beeman, Denis Conley, Becky Cotter, Coleridge Gill, Beth Keigher, Mark Kokanovich, Supervisor William Moehle, Judy Rosenberg, John Steinbrenner, Melissa Sumner, Mike Tullio, Elaine Vitone, Councilmember Jim Vogel, Cole Wagner, Mona Zamirski

MEETING BEGAN AT 4:30PM.

MOTION TO ACCEPT FEBRUARY 23, 2015 MINUTES, WITH THE FOLLOWING CORRECTIONS, WAS MADE BY ELAINE VITONE AND SECONDED BY DENIS CONLEY:

- Corrections:
- Ryan Gao was in attendance at the February 23, 2015 PARC meeting.
 - Under the matter "Update on Farmers' Market", in the second paragraph, the first sentence should read "a Parks and Recreation *Advisory Board* member"

UPDATE ON FARMERS' MARKET STUDY PROCESS:

Becky Cotter reported:

Insite Architecture has been selected as the firm to complete the work for the Winter Market project at the Groos Property. The contract has been sent to Insite for review and is in the process of being finalized. Once signed it will go before the Finance Committee and the Town Board for approval. Once approved we will move forward with the next phase of the project which will be to set up some planning meetings. This will most likely be mid April. We will keep this group informed of the developments and Dennis will continue to serve as your representative. If you have any questions in the meantime, please feel free to let Becky know.

In response to a question posed about the removal of other structures on the Groos property, Supervisor Moehle stated that the Town still plans to take down some of those buildings not needed for the Winter Market project. There is no money to do this in this year's budget. A study done previously on these buildings will be shared with the current architects.

RECREATION DIRECTOR'S REPORT:

Becky Cotter reported:

The Recreation Department, in conjunction with BHS, held our first annual Women of Brighton event on Sunday, March 8th at the Buckland Farmhouse. This event brought the historic women of Brighton's past to life through skillfully written monologues and student actors. This project was facilitated by Trish Anese, BHS English teacher, and students at BHS with the assistance of Brighton Town Historian MaryJo Lanphear and the Recreation Department. Around 30 people attended this historic day! We hope to continue this event every year in celebration of Women's History Month!

The Recreation Department held our annual Breakfast Hop & Hunt this past Saturday (3/28). This year was the most attended yet, with over 140 people in attendance. Participants enjoyed a continental style breakfast, a craft project, a visit from the bunny and an egg hunt in the large gym. Photos have been shared on the Recreation Department Facebook page; please check them out! This event is coordinated annually by Katie Tytler and she once again did an outstanding job. She coordinated food donations, volunteers and staff to make the event a resounding success!

The search for Nancy McGory's replacement is complete. We have made an offer to a very qualified individual and she has accepted. We will share the candidate's name once her current employer has been notified. Nancy's replacement has a bachelor's degree in Health & Human Services, Social Gerontology from the University at Buffalo. She has vast experience working with a local senior living facility. The Recreation Department unanimously selected her from our pool of finalists. We are excited for her to join our team and feel like she would be a great fit!

RECREATION DIRECTOR'S REPORT (cont.):

Christine Winter has tendered her resignation to pursue work in another local Recreation Department. Her last day was March 20th. We are in the process of finding her replacement. There is a current Civil Service List for the Recreation Supervisor Title. Canvass letters have gone out to all those on the current list. Those receiving the canvass letter have until April 6th to respond. At that time, we will select our top candidates and bring them in for interviews. This process is being coordinated with Monroe County Civil Service. I will keep you posted of developments here.

The Recreation Department participated in the Annual Summer Activities Fair at French Road School. Katie Tytler and myself were in attendance to share upcoming summer program information, answer questions and to promote the Department. The event is always well attended and families are always glad to have our program information early, before the summer brochures come out!

Summer Brochures are completed and we expect them to be delivered to homes this week. Once again there is a large variety of programs to meet the needs of the community. We are excited for a re-vamped concert series and hope that you will join us this summer!

Interviews for summer staff will be conducted in the coming weeks as well as supply and material inventory and ordering. We will be permitting with the Monroe County Health Department again this year and look forward to submitting our permit renewal soon.

Brighton Farmers' Market applications are being accepted for the summer season. Community Garden applications are also being accepted. There are still plots available. Please contact the Recreation Department if you are interested in having a garden plot.

We are excited for the remaining upcoming special events including: the Fishing Derby, Mother/Son Bike Ride, Daddy/Daughter Dance, Bike Rodeo and the Boomer Dance. We hope that your families will join us for these exciting events.

We are also continuing publicity for our remaining Winter/Spring programs that are coming up. Often when the Summer brochures come out, people switch gears and focus on Summer. We still have oodles of great programs starting this spring so we will continue to get the word out about these opportunities for fun! Please remind your users that there are still a lot of activities coming up this spring!

PARKS SUPERINTENDENT'S REPORT:

Matt Beeman reported:

The annual Field Use meeting was held on February 26, 2015. (Policy handout from that meeting is attached.)

Discussion included anchoring soccer goals on the fields for safety. The Parks Department will comply with a recent law that has been passed requiring 23' goals to be anchored to the ground. The expected cost to complete this will be \$700.

DISCUSSION ON COMMUNICATION IDEAS SHARED AT THE JANUARY 26, 2015**PARCS MEETING:**

The Parks and Recreation Dept. currently uses a multitude of avenues for promoting programs and facilities. In addition to what they have been doing, are there thoughts regarding ways the PARCS Board and Town Board can help and are there ideas to expand what the staff is already doing?

The Board shared ideas regarding the refinement of communication procedures between the Town Board, The PARCS Board, the Recreation and Parks Dept., and the community:

- Supervisor Moehle includes Recreation & Parks information in his "State of the Town" address, although it is not the focal point of his speech. He also uses his column in the Brighton-Pittsford Post to share news from the Recreation and Parks Department.
- Louise Novros gives Recreation & Parks updates at Town Board meetings. Should PARC members or Recreation & Parks staff also give reports at some of these meetings?

DISCUSSION ON COMMUNICATION (cont.):

- The presentation of budget information is important and should be presented to the public at least once a year.
- The Board unanimously agreed that the community should be updated more frequently about the current status and long range plans of parkland development, recreation facilities, and recreation programs.
- The Board agreed that using neighborhood association newsletters, BHS student emails and Channel 12 would be beneficial in communicating current and upcoming events in Brighton. The recreation staff stated that these venues are already in place and being used.
- The PARC Board does not recommend a formal “State of the Parks and Recreation Programs” be presented at this time.
- Should there be an annual Parks and Recreation report to the community?

This topic will be revisited at the April PARC meeting.

SUBCOMMITTEE REPORTS:

YOUTH & FAMILY (submitted by Katie Tytler) –

Aquatics:

- **Lap/Open Swim:** has been running smoothly – morning swim will finally be returning to 5 mornings a week after spring break – participants are very happy. We alter the schedule in Feb/March for PE classes.
- **Aqua Fitness:** has been running throughout the COLD winter months. Numbers have varied based on when participants have been in Florida and if the weather hasn't cooperated. After break we will resume to 3 mornings a week.
- **Swim Lessons:** We've had a busy winter of swim lessons – new sessions begin April 29.
- **Barracudas:** This program ended March 26. We will resume in early May. Summer swim info is set up and building use forms have been submitted for this.
- **Evening Aqua Fitness:** Beginning in mid April I will be instructing Aqua Fitness one night per week in addition to the morning classes – there have been many people interested in trying it out.

Pre-School:

- Second session of pre-school programs have begun; we ran Saturday classes and weekday class including a new class utilizing the Zoo Mobile which has been a very popular program.
- Spring has one more session left with pre-school offerings.

Youth Programs:

- **Kids Clay:** Another popular session with Kids Clay happened in March – this program is always fun for the kids and is well attended.
- **Recess Camp:** Spring Recess Camp has been very popular - it is full with 35 kids every day for this. Staff was secured through me and interpreters were set up for this week as well.
- **Instructional Basketball:** This program has one more class left after break – we had to postpone a week due to an instructor being very ill.
- **Instructional Soccer:** This program begins in May and I am working on securing staff to teach this class.
- **Instructional T-Ball:** This class begins in mid April and a staff person has been assigned to handle this class. We had to alter the dates slightly but have been able to make this work.
- **Running Club:** Running club continues to be popular – I will continue to instruct this program and with Christine's absence I am looking for find an additional staff member to help coach this class.
- **Volleyball:** Volleyball has offered an program extension due to increased interest – this is a great addition!

YOUTH & FAMILY (cont.) –

Adult Fitness Classes:

All adult fitness classes have been ongoing this winter and are continuing with their participation numbers – these program include:

- **Pilates, Party Dance, Zumba.** Yoga didn't run in the winter as many participants went to Florida &/or didn't want to venture out at night in the cold winter. I have added a Spring session and I'm hopeful that this will be successful.

Softball:

March is registration month for Adult Summer Softball Leagues and we have had lots of interest for Tues/Thurs nights. Managers' meeting will be held in April and games should begin in early May.

Special Events:

I have been very busy preparing for this weekend's Breakfast Hop & Hunt. This is a wonderful program to celebrate the Spring Holiday. I collected donations from: Bagel Land, Tim Horton's and TOPS to make this event possible. I secured a staff member to be our Spring Bunny; we will have crafts and edible crafts. We will also have a HUGE indoor Egg Hunt which is always a hit! I stuffed all the eggs with candy and they are hidden around the Large Gym which is set up with play equipment. We currently have 120 participants pre-registered which is more than we have ever had. I anticipate close to 150 people at this event tomorrow - we accept walk-in's.

FACILITIES & PARKS (submitted by Matt Beeman) –

Mowing contract is in the process of renewal for 2015. Seasonal laborers are scheduled to start shifts in May. Annual Field Use Meeting was held on February 26th. Due to the long winter and wet athletic fields, spring field use will be delayed. Our focus will now shift to field maintenance.

TOWN PARK:

- All Park equipment is being serviced and is ready for spring.
- Fire system inspections are being scheduled.
- Field supplies are being ordered.
- We have completed the remodel of the Lodge kitchen and bathrooms on time.
The original amount to bid out both of these items was originally \$56,000. By contracting out just the kitchen remodel and doing the bathrooms ourselves we completed the entire project for \$32,477, \$2,523 under the \$35,000 budget. The Park staff worked extremely hard on this project and it came out great.

PERSIMMONS PARK:

- General clean up of Park
- Once weather breaks we will cut back the section along the South Clinton sidewalk.

MERIDIAN PARK:

- Park maintenance equipment is being serviced and is ready for spring.
- Facility fire inspections are being scheduled.
- Irrigation will be turned on at the end of April.
- Bathroom facilities will be opened up for the season at the end of April
- Field supplies are being ordered.
- Fields are being prepared and schedules are being coordinated for the spring sport season.
- Field work will begin.
- General Park clean up and trail maintenance

BUCKLAND PARK:

- Fire System/Sprinkler System inspections are being scheduled.
- Preventative maintenance on all Park equipment is underway.
- Field supplies are being ordered.
- Fields are beginning to be prepared and schedules are being coordinated for spring sport season.
- General trail maintenance and park clean up
- Irrigation will be turned on at the end of April.
- Outdoor bathroom facilities will be opened for the season at the end of April.

FACILITIES & PARKS (cont.) -

BUCKLAND FARMHOUSE:

- Fire/Sprinkler Alarm inspections are being scheduled.
- Spring cleanup and mulching of garden is being scheduled
- Spring cleanup and mulching of Veterans' Memorial is being scheduled.

CORBETT'S GLEN:

- We will be continuing to bark chip the trails - it takes a lot of man power to move the chips from the landfill to Corbett's Glen and get them spread. I am continuing to work with construction companies to donate their chipped tree material from various job sites. Since these companies usually have to pay to discard this material, donating it to the town saves them money and saves us money on the ongoing issue of trail maintenance.

BRIGHTON SENIORS (submitted by Nancy McGory/Elaine Vitone) –

- April 7: Joint party with Mad Hatters and Brighton Seniors for a Square dance demo where guests get to participate.
- April 10: Another sold out trip to the Batavia Casino. Have to use a bigger bus to accommodate large number of participants.
- April 14: Joint program with Brighton Seniors and pre-schoolers visiting with Lollypop Farm animals.
- April 14: Memory sharing party at Buckland Lodge.
- April 20: Target date for new Coordinator to join staff and begin training with Nancy.
- April 24: Spring Boomer Dance in the evening.

STUDENT REP REPORT-

N/A

TOWN OF BRIGHTON SHARED USE TRAILS –

N/A

HISTORIC BRIGHTON –

N/A

BCSD CONTINUING EDUCATION REPORT (submitted by Mona Zamiarski) –

Continuing Education Registration for Spring/Summer 2015 is open. Classes begin in the week of April 13th. The catalog can be viewed online at the Continuing Education webpage on the District's website (<http://bcsd.org>). Printed copies are also available for pick up at all school buildings, the Town Hall lobby and the Brighton Memorial Library. Registration is available with a paper form in the catalog or online at <https://brightonschools.revtrak.net>. New classes for Spring Session include:

- All Occasion Birthday Cards
- Triple Pocket Photo Album
- Pet CPR & First Aid
- Women & Finance
- Selling Your Homemade Crafts
- College Financial Literacy
- Allergies
- Discovering Your Life Purpose
- Pole Vaulting
- Kindermusik

BCSD CONTINUING EDUCATION REPORT (cont.) –

The Brighton Preschool/Parent Program which falls under the auspices of Continuing Education, is offering two class sessions the upcoming school year (2015-16). A morning class will be offered from 9:00 – 11:30 a.m. (2, 3 or 4 days per week; Mon – Thursday) and a NEW afternoon class will be held from 12:30 – 3:00 p.m. (2 or 3 days per week; Monday – Wednesday). The morning class is currently full and accepting Waitlist students. The afternoon class is accepting applications until it reaches the maximum number of students at 16 per day.

LIBRARY REPORT (submitted by Judy Rosenberg) –

Thanks to a \$15,000 NYS education grant, secured by Senator Robach, BML will be purchasing:

(3) iPads for Children's Center

(5) LeapPads with cases and charging cords

(5) Lithium batteries (for inhouse laptops)

(5) Privacy screens (for inhouse laptops)

Library Document Station (LDS)

Envisionware Mobile Print Service (for three yrs. subscription plan)

Train table for Children's Center

iPad apps. (education games)

(3) iPad stands and cases

(5) Charging stations

The LDS will allow patrons to print/copy/scan/FAX docs. from hard wired or wireless devices remotely or onsite.

Programs:

- A select listing of programs THX to the sponsorship of the Friends of BML...
- Irish Dancing by McLaughlin-Goodwin-O'Shanecy Academy of Irish Dance
- Scrap Art: kids can transform scraps into works of art in the ultimate version of upcycling.

Teens/Tweens:

- Make Your Own Altered Book with Martha Schermerhorn

Adult:

- Films: Frida; My Left Foot
Oscar Nominees Grand Budapest Hotel, Birdman, The Judge, The Theory of Everything
BSI: The Art Forger by B. A. Shapiro was reviewed by the director of education @ the MAG.
- Meet the Artist: Gian-Paul Piane - Architect, Master Woodworker, Sculptor and Laura Wilder with Block Printing
- Sunday Serenades: The Jeff Benatar Trio performed the music of jazz pianist Hank Jones.
- Job Search Management by RochesterWorks Sponsored by a Workforce Grant
- Get Free Help with Your Taxes Through April 13 from 11 am-3 pm

LIBRARY REPORT (cont.) –

If your income is under \$60K, you qualify to receive assistance from NYS Tax Dept. volunteers. Sponsored by a grant to the NYS Tax Dept. from United Way and Wal-Mart. BML assumes no liability for tax advisory &/or return preparation services.

Monthly eNewsletters:

Brighton Memorial Library has started a major patron outreach initiative via monthly e-newsletters, allowing us to market library programs to ~ 15,573 Brighton residents with library cards/email addresses. There is an opt-out feature available for those who do not want to receive it.

Monroe County Library System has purchased Constant Contact® software for system use as part of its communications work plan priorities and has made available to the member libraries.

Constant Contact® is an online marketing company. Features include customizable newsletter templates and trackable (opens/clicks/bounces, etc.) responses.

We've had many very positive patron comments.

Puzzle Collection Update:

BML's original puzzle collection of six has grown to a collection of fifty. They are very popular with more than half checked out (as of 3/3/15). During spring break week there were less than ten available on the rack. This new addition to our collection has been a popular, successful one with our patrons!

Staff Lunch:

A generous patron provided an excellent catered lunch for BML staff again this year.

The Library is accepting the donation of games and toys. Please contact Judy Rosenberg for more information.

COMPREHENSIVE PLAN COMMITTEE (reported by Mark Kokanovich) –

The next meeting for this committee will be held on April 17, 2015.

BRIGHTON BASEBALL (submitted by Larry Davis) –

1) First and Foremost, **OPENING DAY IS 34 DAYS AWAY !!!** Arrangements for the Town Hall-to-TCMS parade are underway, with a starting time of 11AM on Saturday May 2nd.

2) We continue to work on a flooding issue that caused the loss of a significant amount of equipment at our storage facility at the high school campus.

3) Enrollment is down slightly, and registrations are temporarily closed as teams are drafted & formed, and then there may or may not be the ability to take additional late registrants.

4) Field prep plans are beginning, and Peter Edelstein (Brighton Baseball Field 'honcho') continues to work with the Town Parks Department on a number of initiatives. Storage units for BB equipment will soon be in place.

5) With league team counts finally in, Paul Dugan has begun work on the baseball & softball field schedule.

6) Varsity baseball season starts at the Buckland field on Wednesday April 15th at 7PM.

BRIGHTON SOCCER (submitted by Mike Tullio) –

N/A

TOWN BOARD REPORT –

A reminder of upcoming Town events:

- April 25, 2015 – Pharmaceutical “Take Back Day”
 - Brighton Town Hall, Safety Wing
 - 1:00 - 4:00 pm
- May 16, 2015 – Brighton Clean Sweep
 - 9:00 am - ?
- May 30, 2015 – Electronics Recycling and Document Shredding
 - Brighton Highway Dept.
 - 9:00 am – 12:00 pm

MOTION TO ADJOURN MEETING AT 6:00 PM WAS MADE BY BETH KEIGHER AND SECONDED BY COLERIDGE GILL.

**NEXT MEETING DATE: MONDAY, APRIL 27, 2015 AT 4:30 PM
in the Brookside Senior Lounge**

If you are unable to attend this meeting or will be late, please contact John Steinbrenner at 461-4373 or Melissa Sumner at 784-5265.