

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

**MEETING MINUTES  
October 24, 2016**

ATTENDANCE: Mike Guyon, Chris Werner, Becky Cotter, Denis Conley, Coleridge Gill, Mark Kokanovich, Supervisor William Moehle, Julie Rogers, Elaine Vitone, Ray Warrick, Jackie Marchaud

MEETING BEGAN AT 4:35 pm.

OPEN FORUM: Mike Guyon, Town Engineer gave the committee and update on the status of the Improvements proposed for the Cinder Black Building located at the Former Gonsenhauser Farm located adjacent to the Buckland House and Community Garden on Westfall Road. The structure is currently used by the Brighton Parks Department for the storage of equipment. Mr. Guyon presented the architectural design for the re-development of the building for use as the Phase 1 Winter's Farm Market. Mr. Guyon indicated that the potential schedule for completion of the project would be the finalization of the design drawings by the end of the year with solicitation of contractor bids in the spring 2017 with the goal to have the space available for use by the Winter Farmer's Market vendors in the 2018/2019 season.

APPROVAL OF MINUTES: Motion to approve was postponed by Denis Conley since the meeting minutes were provided to the committee just before the meeting. Mr. Conley requested any changes to be e-mailed to Brighton Recreation by Friday October 28, 2016.

**BUSINESS MATTER:**

MATTER RE: PARKS SUPERINTENDENT'S REPORT – Matt Beeman

- The mowing contract was terminated in June due to poor performance. Park staff was able to maintain the Parks through the summer but a new contractor was selected in September and has started maintaining the Parks and fields. The new contract is for 2 years with a one year option.
- The new Brickyard Trail also known as the Sandra Frankel Nature Park opened on June 29<sup>th</sup> and has been nominated for an award.

MATTER RE: RECREATION DIRECTOR'S REPORT – Rebecca Cotter

- Fall Season off to a busy start. Registrations are fast and furious. The after school program is full even though the Department raised the fees and did not advertise the program. Lodge rentals are full through the end of the year.
- October programming will include the Trick and Treating at Brookside on October 22<sup>nd</sup> and the Buckland Haunted House will be on Friday 10/28/16.
- Winter Program is being printed and will be released soon.
- Shade Umbrellas were installed at the Town Pool over the summer.
- The Winter Farmers' Market project is ongoing and the committee will provide an update at the next meeting.

MATTER RE: SUBCOMMITTEE REPORTS

YOUTH & FAMILY – reported by Coleridge Gil

This past month we hosted 5 "Full Day Fun Day" programs to provide a fun, active day for Brighton children who had the day off from school. The programs went very well with up to 30 in attendance.

On October 19th I start instructing a new program afterschool called "Sculpey Clay Lessons," in which children make colored clay figurines.

Our first Sensory Friendly Trick or Treating event on October 21st, followed by the Fall Festival the next morning. I will be supervising volunteers for our 2nd year of Make a

Difference Day cemetery clean-up taking place after the Fall Festival from 1pm - 4pm at the Brighton Cemetery.

The Haunted Buckland House is scheduled for Friday, October 28th  
 Planning for Winter/Spring 2017 programs is underway, I am working on offering several new programs such as: Intermediate Basketball, a Disc Golf Putting League, and Punch Needle Rug Hooking.

FACILITIES & PARKS – reported by Mark Kokanovich, submitted by Matt Beeman

**See Attachment.**

BRIGHTON SENIORS – reported by Elaine Vitone, from Emily Kelsey

**11/5 Brighton Fire Department** will visit private homes to provide Smoke Detector Checks. Please call 784-5260 to sign-up. (Brighton Residents only)

**11/8 Election Day Sale** Please join us on the day of sale, shopping will be first come, first serve. 9am—1pm

**11/10 Batavia Downs Casino Trip:** The cost will be \$18 plus any personal wagers. The price includes: bus fare, your entrée at Fortune’s Restaurant, \$15 gaming credit, and gratuities. We will leave the center at 10:30 am and return around 3:30 pm. Please select an entrée (French dip, sun-dried tomato chicken wrap, or homemade ravioli), & RSVP by Monday, 11/7 at noon.

**11/15 Early Thanksgiving Luncheon** 11:30 in the Small Gym. Cost is \$15 which includes your full Turkey dinner (catered by Wegmans, served by the thoughtful staff from our Rec Office and Legacy Clover Blossom), live music by the Just Jazz Trio, and Pumpkin & Apple Pie (from Living Well Companion Services)! Please sign up by 11/7.

Recruiting help to create thank you cards for our 2017 volunteers and community partners.

STUDENT REP REPORT – Josh Marvald

No Report

HIGHLAND CROSSING TRAIL – reported by Jackie Marchaud w/ Mike Guyon.

Highland Crossing Trail: Mike Guyon gave a brief update on the status of obtaining property rights and indicated that progress had been made with the current neighboring landowners and the project will likely be moving forward in 2017 with a completion date hopefully in 2018!

HISTORIC BRIGHTON – Reported by Beth Kreigher

A Tour of the Brickyard Trail was held by Mary Jo Lamphear on Oct 9<sup>th</sup>. Approximately 40 participants attended and feedback was very positive.

The Annual Meeting is scheduled for January 2017.

COMPREHENSIVE PLAN- reported by Mark Kokanovich

No Report

BRIGHTON BASEBALL – submitted by Larry Davis

No Report

BRIGHTON SOCCER – reported by Mike Tullio

No Report

TOWN BOARD REPORT – reported by Chris Werner

- Traffic Control box painting projects continue.
- Town Park Code is under review by Dan Aman.

- The use of Location markers within the parks is being considered to aid Emergency Response.

Good of the Order

Ray Warrick – shared information concerning the proposed development of additional amenities in the Highland Park that have been proposed by the City of Rochester.

MOTION TO ADJOURN MEETING AT 6:00 PM WAS MADE BY MARK KOKANOVICH AND SECONDED BY RAY WARRICK.

**NEXT MEETING DATE: MONDAY, NOVEMBER 28, 2016** 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 at 585-784-0231 or Becky Cotter at 585-784-5276.

Facility/Park Report  
Submitted by Matt Beeman 10/24/16

This is a brief report regarding our Facilities and Parks. We worked closely with all youth sports groups to maintain our Fields and facilities and I would like to commend the Park Staff for their hard work and dedication during the summer and fall sport seasons. They go above and beyond and take a great deal of pride in all areas of park maintenance.

**TOWN PARK:**

- Staff is getting ready for the Winter-months
- Annual Maintenance of Oil Heating System in Lodge
  - Firewood is being cut and re-stocked for lodge use
    - Trail clean-up and cut back
  - Picnic tables and pavilions have been repaired and stained.
  - Certain playground equipment has been replaced and updated
- We have chained a pathway off the South Clinton Entrance to the Park to stop vehicles from driving behind the pond
- All playgrounds have been re-surfaced with certified wood mulch

**PERSIMMONS PARK:**

- Cleanup of Park Garden
- Road Shoulder Repair along Eldridge Avenue has improved equipment access to Park.
  - Vegetation and Growth along South Clinton has been cut back

**MERIDIAN PARK:**

- Baseball Field Maintenance – Fields are being prepared to be cut and re-seeded
  - All perimeter trails are trimmed, cut back, chipped and repaired
  - All remaining athletic fields are being worked on (rolling, aeration)
    - Athletic Fields have been fertilized
- Phase 2 trails have been packed with new stone and bark chips where needed
- Meridian Centre Park and Buckland Park recently hosted a regional Lacrosse Tournament with over 80 teams participating. This is great exposure for the Town, with many teams lodging, eating and shopping in/near Town.
  - Park Water will be shut off on November 1<sup>st</sup>

**BUCKLAND PARK:**

- Athletic Field maintenance (re-seeding, aeration, rolling and fill-in)
- Field #21 remains closed as part of our resting process and will remain closed for the 2016 season.
  - Preparing to Winterize Facilities
  - Park Water will be shut off on November 1<sup>st</sup>
  - Athletic Fields have been fertilized

- Buckland Park recently hosted a regional Lacrosse Tournament with over 80 teams participating. This is great exposure for the Town, with many teams lodging, eating and shopping in Town.
- Park Lodge interior windows have had all hardware replaced so they now function properly.
- We worked with Brighton Ambulance to have a portable AED mounted in a locked cabinet outside on the Concession building. The AED was part of a donation to Brighton Ambulance from the Tyler Kopp family. The AED has two combination number locks which will be given out to Youth Sport Groups who use the athletic fields at Buckland Park.

#### **BUCKLAND FARMHOUSE/VETERAN'S MEMORIAL:**

- We are scheduling a Fall clean-up at both sites to cut back perennials and general site clean-up

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

- Ongoing landscape /trail maintenance to keep trails clear of debris. Trail maintenance continues to take a lot of time because we have to manually bring all material on site with our Park vehicles and equipment. We are just able to start trail maintenance with our current break from mowing the parks this year