

**Town of Victor Department of Parks and Recreation
Citizens' Advisory Committee Meeting Minutes
January 4, 2017**

Present: Gregg Richards, Brian Emelson, Gary Hadden, Larry Fisher, Dave Tantillo, George Heltz, Mike Stockman and Lisa Roberts.

Absent / Excused: Bonnie Rhodes and Cyndy Rochford

Guests: Mark Robbins

Gregg Richards called the meeting to order at 7:06 pm.

CAC Member Status / Welcome Mark Robbins

Gregg mentioned that Christy Palmiere's term ended December, 2016. Brian mentioned that Tina Kolaczyk would have a resolution on the Town Board agenda at an upcoming meeting to appoint a vacancy to fill this position. Gregg and Larry interviewed Mark Robbins and sent a recommendation to Tina for Mark to be appointed.

Recognition of Guests / Privilege of the Floor:

Steve Metzger, Town Engineer sent an email to Brian on Wednesday indicating that he wanted to meet with Supervisor Marren and discuss the Town Gravel Pit / Dryer Road Park boundary conflict prior to meeting with the CAC. Brian shared his concern regarding re-mapping the gravel pit boundary to include portions of the emergency access and maintenance road to the park as well as the existing trail system. Brian shared his concern about a potential user group conflict and safety issue, which hasn't been an issue for the past twelve years since the park was opened. Brian would like to understand what the long-range plans are for the Town operating a mining operation when the existing operation includes sub-contracting out the extraction of bank run gravel for roadside shoulders, which may not be needed if the Town widened and paved the roadside shoulders.

Steve's email to Brian also indicated that the Town was awaiting the easement from RG&E which would provide for a forcemain sewer line to be constructed along the existing Auburn Trail. At the current time design details weren't available and relatively little new information on the project is expected until the Town obtains the easement and the Public Service Commission has reviewed the project.

Steve has agreed to come to the February 1st CAC meeting to update the group on the projects.

Dryer Road Park Box Rink budget option review:

Mike Stockman distributed five handouts related to the CAC including a picture of what the rink would look like after the improvements are completed, project schedule, bid documents, project budget and anticipated annual operating revenues. Mike took the CAC through the various options including rink size, the playing surface materials (tiles and artificial turf), the dasher board system and safety fencing.

The CAC discussed the need for high enough safety fencing to prevent balls and pucks from entering the picnic shelter and playground area. Brian would like to understand how often the in-fill to the turf would need to be replaced. Dave mentioned that we should include signage on the rink to prevent damage to the artificial surface. The CAC recommended that the project be bid with the 100' x 200' international size rink ("larger").

Action Item: Mike is going to measure the height needed to adequately cover the safety fencing on the picnic shelter / playground side of the current rink to ensure that the bid set includes material which reaches this height.

Review & Approval of December Meeting Minutes: The draft minutes were reviewed and a motion was made by Larry to adopt the minutes as written. Motion 2nd by Gregg. Minutes adopted.

Director's Report – No discussion

Boughton Park Update:

Lisa Roberts applied for a position on the Boughton Park Commission but has yet to be interviewed.

Dave shared that he had done some extensive research on the history of the Boughton Park acquisition and agreement from the early 1990's to today. The CAC mentioned that they would like to understand the amount of park use between the Towns of Victor, East Bloomfield and West Bloomfield. Brian and Larry mentioned that perhaps it was more appropriate that the park be a County owned and operated park. Gary and Larry mentioned that the park was beautiful and was wonderful to have in our community. Larry mentioned that perhaps the land was purchased to protect the land from being developed into housing.

Glenn Cooke from the Boughton Park Commission sent a note to Dave regarding establishing a Citizens' Advisory Committee for the Commission. Dave indicated that he felt that the Town of Victor already had a Citizens' Advisory Committee that could work with the Commission.

Emerald Ash Borer update – Brian mentioned that the Victor Village Tree Board was pursuing a grant for a Tree Management Plan through the NYSDEC’s Urban and Community Forestry program.

Town Budget and Rec Fee Update:

Dave updated the Committee on the Town Board discussion related to the Goal setting that they are doing for (2017) which will be discussed at the upcoming Town Board meeting. Although the **Fee in Lieu of Parkland** did not make the top five (there were eleven Town Board goals) an update to the Fee would still be discussed. Dave will continue to take the lead on the matter at the Town Board level.

Bicycle and Pedestrian Planning / Katie Evans Feb meeting:

Gregg mentioned that Katie Evans would be coming to the February meeting to discuss plans for a Bicycle and Pedestrian Plan. Gregg said that Mark, Larry and he would be on this sub-committee. Mark mentioned that he could access existing plans from communities including Brighton and Penfield that had developed recent plans.

- Action Item: Gregg will follow up with Katie to attend the February 1st Committee meeting to exchange ideas and get started on the project.

(2017) CAC Goals and Objectives:

Master Plan update: Gregg mentioned that he, Lisa and Cyndy would be on this sub-committee. Brian asked if Bonnie and George could potentially contribute as well. Gregg asked George if he would work on the sub-committee and George agreed.

Motion to adjourn the meeting was made by Larry and 2nd by Lisa.

Meeting was adjourned at 8:25 p.m.