



**Town of Victor Department of Parks and Recreation
Citizens' Advisory Committee Meeting Minutes
June 8, 2016**

Present: Gregg Richards, Brian Emelson, Cyndy Rochford, Christine Palmiere, Larry Fisher, and Gary Hadden.

Absent / Excused: Lisa Roberts, Bonnie Rhodes, Anna Christman, and Dave Tantillo

Gregg Richards called the meeting to order at 7:05 pm.

Recognition of Guests / Privilege of the Floor:

Ruth Nellis, students Dominique Kapiamba and Nico Bellavia

Wild flowers and Labyrinth at Harlan Fisher Park:

Ruth Nellis presented her suggestions for wild flowers and a labyrinth at Harlan Fisher Park.

- The first suggestion included clearing some of the brush and she would supply the perennial wild flower seeds for the swamp areas of the parks. Larry indicated that the local and invasive flowers in the area would eventually take over.
- Ruth also showed several patterns for a labyrinth that could be included in the park. This could be connecting areas of the park or give users an activity to follow the lines. Materials of construction (stone, wood...) and long term maintenance of the patterns was discussed at length. Matter will be discussed at a future CAC meeting.

Tennis Courts / Basketball Courts / Soccer Wall at Victor Municipal Park:

No discussion. Matter removed from the agenda at this time.

Review Subcommittee Status and Development Strategy:

Mark Robbins would be interested in attending the June meeting. Matter tabled until next CAC meeting.

Review and Approval of April Meeting Minutes:

Cyndy Rochford motioned to approve. 2nd by Larry Fisher. Minutes approved as amended.

CAC Member Participation:

- Brian is concerned about the lack of CAC member participation in scheduled meetings and Parks and Recreation sanctioned events.
- Gregg suggested members sign up for an event commitment far ahead of time and send out meeting notification so it is on the members' calendar. A standard CAC meeting procedure would be confirming upcoming event participation and planning for future events. Action Item: Gregg will develop a spreadsheet of events for members to review and fill out.



- Action Item: Gregg will also develop a calendar of blackout dates when members are not available for monthly meetings. This based on the recent exercise to set up the June 8th meeting.
- Action Item: Gregg will work with Mike Stockman so the CAC members could get jackets, hats or long sleeve t-shirts promoting their involvement.

Director's Report:

Approved as is.

CAC Membership Status for Student Member:

- Student candidates Dominique Kapiamba and Nico Bellavia sat in on the meeting.
- Brian indicated that interested student will need to send a letter to Supervisor Marren with their intention to be considered for the student position on the CAC.

Updates on Gullace Project:

- Gullace has developed a new site layout that will be reviewed by the CAC on June 14 at 7:00 PM at the Rec Center.
- The Village Planning board will review the layout on June 23.
- The Town Planning Board will review the layout on June 28.

Review Requirements for the Master Plan Update Activity:

- Cyndy will contact a marketing consultant Joslin to develop a professional survey to poll our residents on what activities and developments they would like in the Master Plan. Brian mentioned that the town is required to competitively bid this kind of work but it would be helpful to get an order of magnitude of the effort for the department budgeting.
- Gary indicated he contacted Cathy Rayburn of the LDC on the feasibility of the CAC idea to acquire the Market Basket property for a park in the village.

Auburn Trail at East Victor and Break of Day Roads:

- According to Brian and Gary, the town will need to differ to the county to put up stop signs at the remaining two entrances to the intersection. Citing the challenges with adding traffic control devices, they recommend working through Mark Years at the Highway Department to use pavement markings to slow traffic and make them aware of the trail users.
- Action Item: Gregg will contact Mark at 924-3323.

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

Meeting was adjourned at 8:38 pm.

Next meeting: July 6, 2016 or alternate time.