

## **Citizens' Advisory Committee Meeting Minutes January 8, 2020**

**Present:** Bradford Bowers, Drew Cusimano, Brian Emelson, Larry Fisher, Gary Hadden, Paul Moszak, Liam Richards, Mark Robbins, Lisa Roberts, Lisa Simmons

**Absent/Excused:** Gregg Richards

**Liam Richards called the meeting to order at 7:02 pm.**

**The committee welcomed Drew Cusimano as our new Town Board Liaison.**

### **Review and Approval of the December Meeting Minutes:**

- Mark made a motion to approve the December Meeting Minutes. Larry 2<sup>nd</sup>. Minutes approved.

### **Director's Report**

Brian highlighted points from the Director's report that was distributed.

- Travis Thomas has been with us for about a month now. Brian stated that Jeff Rader has done a nice job giving him an orientation to all the parks and our department.
- The department has been awarded the grant for the adaptive mountain bike through the Finger Lakes Visitors Connection. Brian pointed out that we were the only municipality to receive the award and it will be fully funded. There were ten grant applications submitted and six recipients.
  - We will start implementing the Adaptive Mountain Bike program in the spring.
  - Mark asked Brian to give a general description of what an adaptive mountain bike would look like in this case. Brian explained that there are a variety of different options and the one that he recommends is a tadpole design with two wheels in the front and one in the back with knobby tires and an approximately 26 inch wheel base width.
    - The committee further discussed the bike features, rental price, locations to store the bike, building a storage unit and promoting the program.
- Brian relayed that the department has hit our revenue goals for the 2019 budget year.
- Brian gave presentations to the Victor-Farmington Rotary and Victor Lions Club recently. The presentations were specifically related to the master plan.

- Brian reiterated that we are experiencing challenges with lifeguard staffing for our Morning Lap Swim program. Brian mentioned that New York State raised the minimum wage for 2020 and that the Town was proactive in raising the wage for certified lifeguards above the minimum wage raise due to the challenges. The school is also having the same challenges and will be sponsoring lifeguard certification courses. Drew asked how the department advertised for the positions. Brian responded that we typically advertise in bulk formally in the paper when there are a variety of Town positions as well as utilizing Indeed, social media, and Victor School. There was a discussion over the high cost for taking the life guard certification course.
- Brian mentioned that we have renovations coming up in the month of February for the Butler Cottage at MaryFrances Bluebird Haven.
- Brian mentioned the issue with an individual camping in Lehigh Crossing Park and he is working with law enforcement to resolve the situation. Brian stated that he encourages everyone to not engage him but to call the police first and then call Brian if anyone encounters the individual while enjoying the park and trail.

## **Planning Board and Project Reviews**

### **Sewer main update**

- Brian gave an update from the progress meeting he attended in the morning. The new pump stations at Route 251 and Lehigh Crossing Road, Taco Bell and Wendys, and Phillips Road are all on line. The old sanitarys are still in service but they will be in the process of changing them over. The pump station over at the New York Beer Project is not yet online. The goal is to transfer it on line in mid February.
- Trail conditions were discussed. Brian mentioned that there has not been much work on the trail due to the snow.
- Brian attended a site visit at the new trail section between Maple to School Street with Chauncy Young from Victor Hiking Trails, the contractor and construction inspector. It was decided that they are going to take offline the old trail retaining the single track trail at the top of the steps. The old single track will then be reclaimed to alleviate maintaining a separate trail.

### **Gullace project**

- Gary gave an update on the latest plans with the project and issues related to driveways in proximity to the intersection, the access management plan, storm water and the sewer staying within the Village to alleviate problems and the committee further discussed.
- Lisa and Gregg attended the planning board meeting as well. Lisa added that they talked about the amenities desired in the park and that the applicant was not receptive to the access to the park from the new street because he does not want people parking

on the new street to cut through to the park and the committee further discussed. Lisa stated that there were several questions from the home owners that the applicant will need to answer before there is a vote.

- Gary mentioned the drainage easement issue that will need to be worked out between the Gullaces and some of the home owners.
- The committee discussed the possibility that the incentive to have the Parks and Rec fee waived in exchange for implementing certain amenities in the park is accepted. Brian stated that if the Planning Board is supportive of the waiver, he would like to make sure that the conditions are reflected in the legal document and findings of fact before action is taken. Gary asked if there was a precedent anywhere in the Town where we have waived the fee. Brian replied yes and further explained the process that included constructing a memo to the Chairperson of the Planning Board, specs, costs, and then gave examples.
- Priorities of amenities in the park were discussed.

#### **Parks and Recreation Master Plan Implementation/Farmington CAC Collaboration**

- Lisa updated Drew on the background of the potential implementation of collaborating with the Farmington CAC. The next step would be coordinating a meeting with some representatives from Farmington.
- Brian mentioned that the Town Board took action on purchasing the two parcels of land off of Brace Road. The resolution went through smoothly. There may be further action taken at one of the next Town Board meetings.

#### **CAC Liaisons**

- Lisa and Gregg conducted interviews for Liaison candidates. Brian suggested that an email be constructed and sent to Tina Kolaczyk with the committee's recommendations.

#### **Upcoming Events**

- **Winterfest is coming up on Saturday, February 8<sup>th</sup>**

**The next meeting will be Wednesday, February 5, 2020 at 7:00 PM**

**Motion to adjourn was made by Larry and 2<sup>nd</sup> by Paul. The meeting adjourned at 8:38 PM**