

BOUGHTON PARK  
**Regular Meeting – January 9, 2020**  
Victor Town Hall, 85 E. Main Street, Victor, NY

Members present: David Damaske, Ann Borgstrom, Bill Travis, Jeff Martin, Lisa Roberts, Sue Stehling, Claudia Walsh, Jim Wieboldt, Chauncey Young  
Board Secretary Glenn Cooke

Others: David Condon (Town of Victor Liaison), Woody Clark, Matt McDonald (Park Security), Jay Mitchell (Town of East Bloomfield), Travis Hopkins and the Harley-Allendale-Columbia “Pond Ecology Study Class”

President David Damaske called the January 9<sup>th</sup> meeting to order at 7:15 p.m.

**Harley-Allendale-Columbia**

Travis Hopkins introduced the Harley-Allendale-Columbia “Pond Ecology Study Class”. Students from the class presented a report that studied various ponds in the Victor area, including the ponds in Boughton Park. The smaller ponds showed water quality problems during the Summer study, including low dissolved oxygen. However the Boughton Park Pond’s water tested good with a sufficient level of dissolved oxygen. The students will continue the study in 2020.

**APPROVAL OF MINUTES**

On Resolution by Bill Travis, seconded by Ann Borgstrom  
**RESOLVED** that the minutes of the December 12, 2019 meeting be approved.  
Resolution carried unanimously.

**APPROVAL OF FINANCIAL REPORT/PAYMENT OF BILLS**

Treasurer Ann Borgstrom reviewed December’s Financial Report. Total liabilities and equity amount to \$86,060.45. She noted that bills to be paid amount to \$3,180.

On Resolution by Sue Stehling, seconded by Chauncey Young.  
**RESOLVED** that the Financial Report be approved and that bills be paid.  
Resolution carried unanimously.

**STATUS OF ENGINEERING REVIEW FOR BOUGHTON PARK DAMS**

Jeff Martin provided an update regarding the dams engineering assessment (EA). The following information was provided:

- A conference call was performed by D. Gomez of G&S Engineers with W. Travis and J. Martin in attendance and relating to the draft EA reports.
- Mr. Gomez indicated that the draft EA should be ready in the 3<sup>rd</sup> week of January and that there should be no major changes to the findings identified to date.

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- **Hazard Classification** is still proposed to be raised to High Hazard.
- **Stability Review** of embankments is under final review but looks OK.
- **Dam Drains** will require repair or replacement.
- **Spillways** are not capable of passing spillway designed flows in their current configuration.
- **EAP for Dams** should be updated prior to submittal of EA's to DEC. (it was noted that we said that we would update the EAP (Emergency Action Plan) and forward it to G&S for inclusion in the final EA).
- We also indicated to G&S that the revised proposal for hazard reclassification studies satisfied our request for a schedule and included graphics.

There ensued an extended discussion of needed actions, now and in the future. The following points were made and made extensive reference to a revised January 7, 2020 G&S proposal for engineering services (See proposal attached):

- If we can turn around the EA in 3 to 4 weeks and use data from the initial reports, G&S would need a month to revise the EA and submit it to the State sometime in the spring.
- A revised report using Option A (Evaluate Maximum Pond Level to Achieve Reduced hazard Classification – Low and Significant Concurrently) would allow us a review period of 8 weeks.
- We need to discuss, with the Towns, the impacts of water levels and the costs of achieving a reduced hazard classification.
- G&S does not need the EA to start its work.
- Public involvement was discussed and the timing and format for such involvement will be up to the Towns. It was felt that public involvement should be deferred until we have a clear understanding and direction for future work.
- The Park Board had passed a resolution that endorsed Option A (See attached engineering proposal) at a cost of \$81,300 pending inclusion of graphics and study timelines. These requirements are addressed in the revised proposal.
- The Treasurer strongly recommended that our contract with G&S require the firm to submit bills for services no later than the 6<sup>th</sup> of every month so that can be processed in line with our meeting schedule and thus would avoid past due charges. Rather than dealing with this matter through the contractual process, Mr. Martin will speak to G&S and find a less formal way that addresses the Treasurer's concern.
- In determining the depth of the ponds, the use of USGS surveys appears to be the best option and would also avoid additional and costly field work.
- There was brief discussion of the possibility of installing low-head hydro-electric generating facilities at the dams. However, it was noted that Mr. Martin had done some rough calculations and there was not sufficient flow to justify the costs.

On Resolution of Jeff Martin, seconded by Ann Borgstrom.

**RESOLVED** that the Boughton Park Board does accept the first study option proposed by the G&S (Evaluate Pond Levels to Achieve Reduced Hazard to Intermediate hazard and Low hazard Classifications) and that the Board President be authorized to enter the Park Board into a contract with G&S for a fee not to exceed \$81,300 to accomplish the work proposed in the January 7, 2020 proposal submitted by G&S.

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Resolution carried unanimously.

**ANNUAL MEETING**

President Damaske explained that the January meeting was also the Boards Annual Organizational Meeting and that a number of organizational items needed to be addressed. These included various appointments and designations as follows:

- Newspaper for Notices – Canandaigua Daily Messenger
- Bank – Pittsford Credit Union
- Attorney – Reid Holter
- Staff – Kevin Henehan (Maintenance), Matt McDonald (Security), Glenn Cooke (Secretary-non-paid)
- Board Meeting Dates – 2<sup>nd</sup> Thursday of each month at 7:00 P.M. in Victor Town Hall unless announced otherwise.

Each of the above appointments and designations were voted upon separately as follows:

On Resolution by Bill Travis, seconded by Chauncey Young.

Resolved that the Canandaigua Daily Messenger be the newspaper of record for Boughton Park Inc.

Carried Unanimously.

On Resolution by Bill Travis, seconded by Ann Borgstrom.

Resolved that the Pittsford Credit Union is the Bank of record.

Carried unanimously.

On Resolution by Bill Travis, seconded Sue Stehling.

Resolved that Reid Holter, Esq. be legal counsel for the Boughton Park Board.

Carried unanimously.

On Resolution by Bill Travis, seconded by Sue Stehling.

Resolved that staff appointments including Kevin Henehan, Matt McDonald and Glenn Cooke be approved.

Carried unanimously.

On Resolution by Bill Travis, seconded by Sue Stehling.

Resolved that the Board Meeting schedule include meetings on the 2<sup>nd</sup> Thursday of each month at 7:00 P.M. at Victor Town Hall unless otherwise announced.

Carried unanimously.

**SANITARY FACILITY LOCATION**

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Led by David Damaske, the Board discussed locations for the new eLoo toilet and maintenance of the facility. The most appropriate locations seem to be the north end of the East Pond. It was decided that Board members would individually look at this and other possible sites and come back with recommendations for a decision to be made at the next Board meeting

**Eagle Scout BENCH LOCATIONS**

Chauncey Young reported on his work to identify locations for new benches. There was also discussion of ways to pay for benches including memorials, monetary and material donations, fund-raising, etc. The Board reviewed 4 proposed bench locations for an Eagle Scout project being undertaken by Jared Phillips. On Resolution of Jeff Martin, seconded by Ann Borgstrom.

**Resolved** that the Board approves of the Eagle Scout project proposed by Jared Phillips and the locations for this Eagle Scout project.

Carried unanimously.

The Board discussed the desirability of creating a group that could assist in the maintenance of the Park and its trails. Such a group could be designated as the “Friends of Boughton Park” and could possibly be a sub-set of Victor Hiking Trails. The Board discussed the appropriateness of creating such a group and issues of liability, insurance, fundraising, and supervision. Mr. Travis will address the insurance issue with our agent.

**TREE CUTTING**

Matt McDonald reported on his conversations with Woody Clark and Josh Parrish-Junot about the expense of cutting all hazardous trees (those impacting trails, picnic or parking areas). They are proposing a fee of \$8,750 to cut and remove (where needed) hazardous trees. They will also throw in the removal of poison ivy vines. The proposed not to exceed fee is \$8,750 and the trees to be removed will be identified by Matt and Woody. Ann Borgstrom indicated that this fee could be handled in the Park budget.

On Resolution of Jeff Martin, seconded by Jim Wieboldt.

**Resolved** that the Board appropriate a funds not to exceed \$8,750 for cutting and removal of hazardous trees and that the President be authorized to execute relevant contracts.

Carried unanimously.

**ADJOURNMENT**

On Resolution by Bill Travis, seconded by David Damaske.

**RESOLVED** that the meeting be adjourned.

Resolution approved unanimously. The meeting was adjourned at 8:30 p.m.

Submitted by Glenn Cooke

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**NEXT PARK BOARD MEETING**

Thursday, February 13, 2020  
Victor Town Hall  
7:00 P.M.