

**Town of Victor Department of Parks and Recreation
Citizens' Advisory Committee Meeting Minutes
April 3, 2019**

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

Absent/Excused: Gregg Richards, Lisa Roberts, Dave Tantillo

Liam Richards called the meeting to order at 7:03 p.m.

Review and Approval of the March Meeting Minutes:

- There was one amendment to the March minutes. Motion to approve the minutes by Larry. 2nd by Bradford. Minutes approved as amended.

Director's Report:

- Brian asked if anyone had any questions and or any items that he could elaborate on regarding the April report that was distributed.
- Brian highlighted pieces from the report and the Committee discussed. These included the following:
 - The Town's final reimbursement request was submitted for the Victor Community Connectivity project.
 - The Spring/Summer Recreation Brochure will be available on April 15th with resident registration opening on April 22nd and non-resident registration opening on April 29th.
 - The Victor Hiking Trails 2019 Trail Maintenance schedule is finalized and available.
 - Western New York Soccer Assist and GROC to do a trail maintenance project at Dryer Road Park on April 27th. Girl Scout Troop #416 will be doing a park clean-up and stick pick-up project at Harlan Fisher Park on April 24th.
 - The parks crew is almost finished with construction of the "new" de-hydrating toilet facility that will be installed at Fishers Park at the end of the month. Brian stated that it will take about four years to recover the costs associated with buying the unit and building the enclosure based on the cost of renting a portable toilet for twelve months.

Planning Board project reviews/Piper Meadows update:

- Brian gave an update on the Piper Meadows proposed subdivision and referenced his follow up memo. One change since the first memo was that the Planning Board is requesting another crossing of High Street closer to the controlled intersection. Brian added that the only change he made since his first memo regarding the recommendations was to add a solar powered warning beacon to the midblock crossing where it crosses closer to the school and that the Planning Board felt that it was a reasonable request.
- Brian stated that he informally met with the landowner on the corner who has concerns because he has trees that he would potentially lose with the proposed project. Brian said that he discussed with the landowner that the department would work with him to provide screening afterwards if needed.

Parks and Recreation Master Plan project update:

- All the edits are complete. The sub-committee met and consolidated everyone's comments into one document.
- Brian mentioned that he met with Josh Raymor from Bayer Landscape and went through all the changes with him and his staff and also worked on more benchmarking utilizing the NRPA's Agency Performance Review. We included our data in their review which gives statistics on how many parks you should have per number of residents per capita and what your operating costs versus expense recovery should be as well as staffing. Brian concluded that we are doing very well in comparison to other towns according to the NRPA Review.
- Brian relayed that he provided mapping to Bayer this week to be included with the plan and he would like to include mapping on Harlan Fisher Park. Brian detailed that Bayer should have the updated plan to us within the next six to seven weeks on the last two chapters and that there should be sufficient time to review it before any type of Town Board review.
- Mark asked if there was a projected date for the Town Board presentation. Brian stated that early June is a possibility but no date has been finalized. Brian suggested waiting to get the full document back and take a few weeks for review and editing.
- Gary asked if the CAC was planning on coming to the Village Board with a presentation as well as the Town Board and a discussion followed. Gary stated that we have an intermunicipal agreement in place between the Town and Village for Victor Municipal Park because it sits in the village. Going forward Gary would like to see the agreement

amended to include Harlan Fisher Park as it is benchmarked as a priority project. Gary to first discuss with Reid regarding the possible future agreement and the time frame and then get back with Brian regarding moving forward to amend the agreement to include Harlan Fisher.

Upcoming Events

- The Easter Egg Hunt and the Victor Lion's Club "Breakfast with the Easter Bunny" is coming up on Saturday, April 13th.
- The next Speaker Series is April 22nd with Gene Pratt from the Victor Tree Board
- Arbor Day is Saturday, April 27th at Rothbury Circle in the Village

The next meeting will be Wednesday, May 1, 2019

Motion to adjourn was made by Larry and 2nd by Paul. The meeting was adjourned at 7:40