

**PERINTON RECREATION & PARKS DEPARTMENT**  
**ADVISORY BOARD MEETING MINUTES**  
**September 27, 2012**

**PRESENT:** Chair Al Chesonis, Advisory Board Members Mike Coppola, Jim Donahue, Paul Fioravanti, Cheryl Hanzlik, Jayne LaFay, Dave Schaeffer, Commissioner of Recreation and Parks Jeff Myers, Director of Recreation Diane Riesenberger and Director of Parks Stacey Estrich.

**GUESTS:** Boy Scout, Rob Holcomb and his dad, Keith Holcomb

**EAGLE SCOUT PROJECT**

Rob Holcomb explained to the Board members and Rec staff what he has planned for his Eagle Scout project. With the guidance of Parks Director, Stacey Estrich and Crescent Trail Master, Dave Schaeffer; Rob plans to clear brush to construct a trail link, including a bridge and boardwalk, between the existing trail to/from Lyndon Road and the existing trail within White Brook Nature Area. The Parks Department staff will assist as necessary with materials provided by the Crescent Trail Association and Fairport Electric.

**MINUTES:** Motion to approve the August 23, 2012 minutes by Board member Jim Donahue, seconded by Board member Paul Fioravanti; minutes approved.

**COMMISSIONER MYERS' REPORT**

**FAREWELL TO CHRIS WALDRON**

Yesterday (9/26) was Chris Waldron's last day of work with the department. He started with Recreation & Parks on May 17, 2010. Chris has done a great job during his 28 months here. His most significant contributions include the improvement of our marketing efforts and methods, and some of our new special events. An exit interview was conducted on Tuesday. Chris plans to pursue his Master's in Sports Management, and enter the high school or college athletics administration profession.

**WELCOME JOSH DILLON**

As we say farewell to Chris, we welcome Josh Dillon to our staff. Josh returns to our department via the Town of Pittsford. He is a Perinton native, participated in Recreation & Park programs and has worked at several local businesses, including the Fairport Public Library. He graduated Magna Cum Laude from SUNY Brockport in 2010, with a degree in Recreation Management. During his studies, he conducted a 200 hour internship with our department, and due to his strong work ethic and well established abilities, he was subsequently hired part time to work the summer playground program and Gazebo Concert Series, to name a few. Josh has been working in a Recreation Leader position for the Town of Pittsford. We are very happy to have Josh back. He started Monday, 9/24.

**FINANCIAL UPDATE**

The deposit to the Supervisor for September was \$89,940.24. This amount is \$665.50 lower than September of 2011. Our Supervisor deposits are \$48,054.11 behind in income to date (through September 20<sup>th</sup>) compared to last year.

**POP-UP MESSAGE ON WEBSITE HOMEPAGE**

In an effort to improve our ability to keep our residents informed of last minute changes or announcements, Jim Donahue has coordinated the addition of a temporary "pop-up" window on the home page of our website. This window can be activated and deactivated by administrators of the website. The window displays whatever message needs to be forwarded, such as closing of athletics fields or canceling of an event. It can also be used by other departments, such as closing of streets for construction. The pop-up window opens as soon as you enter the home page, and can be closed by the visitor once they have read the message.

### WEBSITE NAVIGATION

Jim D. has also reconfigured the navigation process on the website, to allow the visitor to access Community Center information directly from the left side navigation bar, which appears on every page of the website.

### SENIOR KITCHEN FREEZER

Our large, double door freezer broke down last week. I asked Maintenance Supervisor Denis Gurnett to compile cost estimates for repairs, as well as replacement costs. After a thorough investigation, it was decided that it will be more cost-effective to replace the freezer than to repair it. A new one, for approximately \$3,300 plus delivery has been ordered.

### BETTER TOGETHER REIMBURSEMENT INVOICE

The invoice for our Better Together Program was compiled and sent to the Fairport Central School District on Tuesday, 9/25. The amount of this year's reimbursement totals \$41,427.05. This amount represents a \$1,638.77 increase from last year's reimbursement amount, and the largest to date.

### PERINTON PRIDE FUND WATER AND POPCORN SALES

Our water and popcorn sales at the Center Stage concerts went very well. As in previous years, the water was donated by Wegmans. The popcorn was sold to us for \$1 per bag, and we sold them to our audience members for \$2 per bag. Total water and popcorn sales were \$1,113.00. We also cleared \$190 on the Bud DeWolff painting raffle. The total deposit to the Perinton Pride Fund for 2012 will be \$1,303.00.

### **DIRECTOR ESTRICH'S REPORT**

#### COMMUNITY PROJECTS

The community garden fall review meeting took place on September 5. About twenty members attended to discuss changes or improvements for 2013. Two work days are scheduled on October 13 and 27 for fall clean and construction of more raised beds.

Barktoberfest and the Fairport Regatta occurred September 22 with much success. We welcome these events on an annually basis. The Rochester Marathon ran through Perinton Park Sunday Sept. 23.

#### PARK OPERATIONS

A goal for 2012 was improving playground safety surfaces. Spring Lake Park has been improved with spring animals and an ADA sidewalk left to accomplish. The crew is busy at Fellows Road Park and hopes to reopen the 2-5 playground this Monday.

Athletic fields are in great shape for the fall season. All fields have been treated with herbicides, aerated, and fertilized. We are starting the overseeding process this week. Most of the softball games end this week with football active at Kreag Road Park, Monroe Cross Country meets and October events at Center Park.

Conversations are underway for establishing the home field for Fairport Red Rage hardball youth team. We are currently looking at Potter Park in order to not take space away from already busy softball fields. A second discussion is happening with Rochester Softball (adult leagues). Rochester Softball has used our fields for three years and they are looking to invest more into the Town Recreation and Parks Department. Our Recreation Leagues will always have first option for field availability.

The Fairport Crew Boat House renewal draft lease (due 2013) has been completed and under review. The Fairport Crew Club has submitted for a grant to expand the building. Some of the concerns of expansion have been suggested in the draft.

The Town was awarded the Community Development Block Grant (CDBG) in the amount of \$16,004.00 to install ADA accessible sidewalks from the existing parking lot to a new shelter and playground. The current shelter will be demolished in a few weeks. The new shelter with installation was ordered. We hope to complete this project fall 2012 weather permitting.

Two tennis courts at Fellows Road Park have been lined for Pickleball.

Park building staff starts leaving for the season this week. Park entrance gates will soon be left open. October 1<sup>st</sup> marks the start of closing restrooms for the season. We are looking to keep most open through Columbus weekend weather permitting. The Night Guard shift ends November 9<sup>th</sup>.

## **DIRECTOR RIESENBERGER'S REPORT**

### **RECTRAC**

Fall 2012 registration is currently at \$167,905.31  
There are 2,900 participants enrolled in 355 classes.

### **FACILITY USAGE**

September totals as of 9/26 – 19 reservations for a total of \$15,206.75  
Year to Date 2012 – 276 reservations for a total income of \$60,167.75

### **PROGRAM REVIEWS**

#### **Center Stage**

8/26 -Elvis Lives! and Cindy Miller – 2,000 in attendance.  
9/19 – A Salute to America – 3,000 in attendance.

This was an excellent conclusion to our Bicentennial year with fireworks provided by Young Explosives. A Center Stage evaluation sheet was passed out at this concert. We received some valuable feedback and some ideas for new performances. These will be reviewed by the Center Stage committee at their next meeting. The final budget is still being compiled and will be presented at the next Advisory Board meeting. A Center Stage Volunteer luncheon was combined with the Bicentennial Volunteer luncheon on September 9.

Summer Playgrounds 2012 – Please see attached summary.

#### **After School Fun Zone and Detours Program**

Both of these programs are off to an excellent start and are filled to capacity. We will look to increase enrollment in the next brochure, if everything continues to go well. The staff for these programs is doing a great job and we have received wonderful feedback.

#### **Halloween Parade**

This annual event is scheduled for Friday, October 26. The initial letters to the participating agencies have been sent out. Jeff Nutting will be working with Josh Dillon on coordinating this event.

#### **Preschooler and Parent Drop In Gym**

Due to the popularity of this program, we have added two evening sessions on Tuesday and Friday nights from 6:00-8:00pm. This will give working parents the opportunity to enjoy this program with their children, as well as hopefully bring in additional revenue.

#### **Leagues**

Youth Soccer and Adult Softball are continuing. We kept enrollment for soccer open an additional two weeks and this generated 50 participants, 12 coaches and created 4 additional teams. It also created an additional \$3,000 in revenue. We are seeing a trend that parents wait until their children receive their school schedules before deciding to enroll. We have submitted another 32 names to the United States Tennis Association from our Senior Tennis league,

bringing our total contribution to 67. They are offering a drop in price from \$44 to \$30 per member. These 32 names, plus the 20+ names we will be submitting from our Women's tennis, will cost much less. The second installment of \$3,850 in grant money from USTA, will arrive in October, raising the total to \$7,700. We should net \$5,000 from this. We are looking at options to use the monies for tennis court and program improvements.

#### Aquatics

Splash parties continue to go well. The After School Fun Zone program participants are swimming every Friday afternoon. All fall programs have started and are going well. The Victor Swim Club begins practicing at our facility on October 1. We have hired ten new lifeguards. A group from BOCES is looking to bring 6 students to the pool one Friday a month starting in October. Float night is Friday, September 28. We have changed the format of the way we post the pool schedule for ease in accessing the pool's usage and availability. (Enclosed)

#### Fall Programs

Registration for the season has gone smoothly despite getting off to a slow start. The majority of fitness programs are being held. A number of new fitness classes have not fared as well. Relatively new instructors are still developing a following. Despite the challenges of the economy, most programs are running. Preschool classes are doing well however, we still see a decline in numbers since the beginning of all day kindergarten. Dates for programs for the winter session have been adjusted. This will give us an additional two weeks of programming and revenue. We have also adjusted the December mailing to ensure that residents receive the brochure prior to the holiday crush.

#### Teen Center

On Saturday, September 22, there were 24 teens and 10 parents who attended the activity night kickoff. Staff was available to answer questions about the Teen Center programs. There were also two Teen Advisory Board members present giving tours. The teens are continuing to work on their homecoming float. The theme of the parade this year is "Oh the Places You'll Go". The Teen Center's float will be titled "Oh the Places Teens Will Go" and will portray many of the favorite programs, volunteer opportunities and field trip destinations for Teen Center members. We have submitted paperwork for the Scarecrow Festival on October 13. We will begin our Teen Center Coat and Mitten Drive on October 1. A box will also be placed at the Community Center for donations. We received a check from EZ Bottle and Can Return for \$74.70. To date, \$1,065.60 has been raised from the bottle and can collection program plus, \$418 in cash donations, totaling \$1,483.60 to fund the mailing of packages to our troops. So far we have mailed 41 packages and 44 cases of Girl Scout cookies. All of the furniture and carpets at the Teen Center were cleaned earlier this month. In addition, new slipcovers were purchased for our well-loved furniture.

#### 55+

All who participated in the Casa Larga Winery tour on September 11 had a great time. They sampled five different wines and returned to the Perinton Community Center for a delicious Italian buffet. The Open House this year was the largest to date. This is our third year offering this event. There were 20 vendors providing information on health issues, scams and holistic medicine. A free ham lunch was provided. Breakfast on the Deck continues to be popular and is filled for the month of October. We have increased this to twice per month. Exercise programs, Bingo and cards are also showing great attendance. Tuesday Open Card Night has increased with euchre, pinochle, mah-jongg and bridge players. There will be a dance night in October with the band Nice and Easy performing. There seems to be quite a bit of interest for this.

#### Department News

The new photos for the hallways have been framed and should all be in place by early next week. New table bases for the lobby have been installed and chairs will be ordered soon. Head Lifeguard Laura Silins announced that she and her husband Andris are expecting another child in late February.

Marketing Report

We are sending Web Trac registration information to all who signed up for a program in winter 2011 (enclosed). This explains the ease of the process and will hopefully encourage more to participate. We are also posting this information on our flat screen and are looking at creative ideas and incentives for more participation.

**COMPREHENSIVE PLAN – DIRECTOR ESTRICH**

<b>Parks:</b>			
<b>Location</b>	<b>Proposed Improvements/ Recommendation</b>	<b>Accomplished/Plans</b>	<b>2013- 2015</b>
Ayrault Road Boat Launch	Pave entry road Pave lot for year-round use	Parking lot and entrance was maintained with oil/stone in summer of 2009. Parking lot is open and plowed for year round use. Parking lot and entrance are in good working condition.	
Center Park	Pave water runoff areas in the amphitheater Reroute upper north walkway Replace band shell Consider closing parking area off RS&E trail Add security to west buildings	Project on goal list with DPW support. Was put on hold due to county contractor 2011 and Bicentennial Celebrations. <b>Completed spring 2012</b> Completed when Canal bridge and RS&E improvements are completed, 2013 Not under consideration	**     **
Perinton Community Center	Build 7,000 SF Gymnasium addition Begin replacing HVAC units (\$10,000 per year) Add picnic tables to patio Upgrade/ refurbish preschool play area Upgrade interior rooms (\$10,000 per year)	One replaced in 2011 at \$15,000  <b>Completed summer 2011</b>  To date lobby and main hallway painted, new flat screen TV, and lobby furniture. Majority of rooms have improvements such as, refurbished chairs, blinds, wall protectors, and new paint. Three security cameras were added and two replaced. More to continue.	**     **
Egypt Park	Install animal-theme playground with safety surfacing Install a new multi-purpose field or fenced in dog park Replace existing picnic shelter  Widen parking area and relocate lights Install ADA accessible walkways Install drinking fountains Install bike rack	Design completed. 2013-2014  Future plan is a dog park  Ordered \$30,000 plus Town labor. Fall 2013-2014 Grant denied. Price to accomplish over budget CDBG approved for 2014 project Current fountains are functioning	**          **

Egypt Park	Re-orient youth baseball field	Baseball will be eliminated for new playground, maintained as multiuse field	
	Continue to maintain tennis courts	Considering as 2013 project	**
Fellows Road Park	Install inclusive, age-specific play units with safety surfacing	5-12 Age completed 2010, 2-5 age improvements of safety surface fall 2013	**
	Repair building Repair rest room building	Building and restroom repairs are ongoing until they are completely rebuilt	**
	Improve drainage on softball fields	Process started in infields. DPW looking at drainage across field #1 to stop water runoff onto sidewalks	**
	Upgrade volleyball courts	Currently being worked on as an Eagle Scout Project	
Howell Road-East	Site work Install site building/ structures Install parking lot and entry drive Install walkways Install site amenities and landscaping	CTA parking lot added 2010	
Howell Road-West	Site work Install parking lot and entry drive Add trails and walkways Build multi-purpose fields Add a community building/ shelter Install inclusive, age specific play units with safety surfacing Install site amenities and landscaping Develop spray park		
Kreag Road Park	Repair/ build tennis court fence	Courts resurfaced in 2010, fence was minimally repaired	
	Replace field lights Repair basketball courts	Completed spring 2010 Completed fall 2010. Backboards replaced spring 2012	
	Retrofit boat dock	Completed 2009	
Perinton Park	Modify entrance once Jefferson Ave is routed Repair tennis/ basketball courts Maintain fencing Improve walkway system Improve play area surfaces	Possible 2014 project  Completed 2013	**
	Review building amenities	Entire playground needs to be replaced. Submitting for grant. Completed 2010. Electrical upgrades. Building not built to service refrigeration/oven units. Not built per Fire Code.	
	Improve basketball/ volleyball court lighting	Completed 2012	
Potter Park	Install inclusive, age specific play units with safety surfacing Resurface basketball courts	Completed 2011	**

Potter Park	Improve soccer field drainage Replace video system at teen center Redesign old ice rink- determine use	Community Garden 2012	
Spring Lake Park	Analyze long term creek bank erosion  Convert softball #1 to a small rectangle field  Review park building/ storage needs Add picnic shelter	Intern developed education path for erosion control, DEC grant received and project accomplished in 2010. Dogs and beavers have damaged project. Area is heavily monitored and used for wildlife recreation. Softball field under used. Not considering changing to rectangle anymore. Reviewed 2009. We use old building for vehicle/ winter storage.	
White Brook Nature Area	Consider further development of the nature center Install memorial garden  Locate songbird observation area Add glider swings or similar equipment	Memorial trees and garden install for private viewing (McNulty)	

### AROUND THE TABLE

Mike Coppola was very impressed with the historical information offered by Dave Schaeffer regarding the White Brook Nature area. He suggested video clips be recorded documenting the historical significance of various entities in the Town and have them posted on the web site.

Paul Fioravanti is hopeful the RS&E Hikeway/Bikeway Bridge over the Erie Canal will be open by November. Commissioner Myers stated the target date is sometime late fall.

Advisory Board member Cheryl Hanzlik discussed the possibility of collecting tardigrades (water bears) at the White Brook Nature Area, for the purpose of research. Tardigrades are microscopic organisms that most commonly dwell in mosses or lichens. They have shown the ability to survive in extreme environments, including extreme heat and cold, and can survive without water for a decade. They are also the first known animal to survive in space. The board felt comfortable with Cheryl collecting samples of tardigrades at White Brook.

Advisory Board members were informed by Commissioner Myers that former board member Kevin Ruster has relocated to the city of Rome, NY.

All were invited to meet at 4pm on Friday, September 28 to wish Chris Waldron success as he heads back to school to further his education and plans for the future.

There being no further business, the meeting was adjourned at 8:28pm. The next Advisory Board meeting will be held on **Thursday, October 25, 2012 at 7:00pm at the Perinton Community Center, Room 211.**

Respectfully submitted,

Stephanie C. Kayser  
Secretary