

## MINUTES

Village of Brockport Parks Committee Wednesday, April 10, 2019

7pm – Village Hall – 127 Main Street, Brockport, NY

**Mission Statement:** *The Parks Committee of the Village of Brockport serves as an advisory committee to the Village Board and works with the Department of Public Works. Together, we aim to provide well-maintained parks and public places, and to preserve open space in our neighborhoods for maximum public enjoyment.*

Call to order: 7:01 pm by Linda Ketchum (chair)

**In Attendance:** Linda Ketchum (chair), Lynda Cochran (vice-chair), Chelsea Wong, Joe Blosenhauer, Barbara Blosenhauer, CT Oakes, Amy Guptill (secretary), John LaPierre (liaison to Village Board).

**Excused:** Annie Crane (liaison to Brockport Village Board), Hanny Heyen, and Losh Spalla.

**Meeting Minutes:** minutes of October 9, 2018 approved electronically in November

Linda: Note that we are adding the mission statement to every agenda to help ensure our focus.

**Old Business:** (Linda Ketchum)

- Update: Cort Fowler tree donation planted at Seymour Library instead of Monika's; found in the meeting minutes of the donating group.
- Age stickers (Stickers indicating appropriate ages for each piece of playground equipment) were received from Parkitects, Hanny Heyen and CT Oakes placed them on Corbett park play equipment; other parks (besides South Ave) still need them.
- Lilac bush trimming in Corbett Park is a low priority, as DPW busy with many projects including cutting down dangerous trees along the streets. But we should still send urgent jobs to Harry as needed. We have the list of what was completed in the 2018 season and what wasn't.
- The grant application to improve Corbett part was authorized by Village Board July 16. Unfortunately, we did not get the grant; that prompted the sub-committee about Corbett to put together an essential budget and then write a letter to State Senator Ortt. The mayor and Annie Crane met with the Senator on February 12, 2019, to ask his assistance to secure resources. The priorities there are the walking trail, lots, tennis courts and ADA-compliant picnic tables. Adds up to about \$250K. Linda will inquire on

the outcome of that conversation. The improvement plan was produced through four meetings of the sub-committee in January. See attached letter, costs, talking points.

- Ben Frasier of Parkitects met with CT Oakes, Hanny Heyen, and Linda Ketchum to go over ideas for new equipment for Barry Street Park. To ensure safe buffers, there are spatial limits to what could be put there. For example, they talked about a zipline and a globe-shaped climbing structure as things that would likely fit in the available spaces.
- Havenwood Park is the only one that didn't get the new swings installed last summer. It's been communicated to DPW as a high priority. DPW needs a good spell of dry days to do the work, so we hope that will be complete by mid-summer. New swings were installed in Barry, Evergreen, and Corbett.

Barb Blosenhauer: How about mulch or other things in the audits?

Linda Ketchum: Anything recorded in the audits is automatically high priority. Mulch, for example is about safety.

#### Liaisons Reports, Budget Report:

No reports.

Joe Blosenhauer: Question about the retaining walls in Harvester Park. Some of those blocks holding up the bank next to the sidewalk on the canal are missing. Is that village property to maintain, or Canal Corp? Answer: It's village for sure.

#### New Business: (Linda Ketchum)

- **SIGNAGE:** First, committee approval is needed before sign language is sent to DPW to order. It's been revised a bit from the fall 2018 draft.

Amy Guptill: I suggest adding something specific about drones since they are so popular lately and many park users may not know that they are prohibited in the village code.

- Second, we are also planning to order "NEED HELP?" signs to go below rules signs to provide emergency instructions and the street address for 911 that we got from our 911 contact. Once approved, these too will be sent to DPW to order.

CT Oakes: Do those signs include the nearest cross street? 911 asks for that.

Linda Ketchum: We can easily add those cross streets. She went through each one and all members helped by mentioning necessary cross streets.

Lynda Cochran moved to approve rules and "NEED HELP?" signs as amended. CT Oakes seconded. Voice vote – approved. See attached.

- Wooden sign update: we are going to move forward with metal signs only.
- Lyme Disease warning signs – C.T. Oakes found the NYS site to order free signs warning of the risk of tick bites and how to prevent them. Linda Ketchum forwarded info to DPW. We can get up to 10, which would meet our needs. Linda will follow up to see if the request has been put in.

- CITO (Cache In Trash Out) volunteer opportunity. Picking up from last year, geocachers often do CITO projects.

CT Oakes: Not seeing any particular crew-driven project in any of our parks; any big task that could use a group that size. (widely agreed)

Lynda Cochran: Let's definitely keep that opportunity in mind. Seems a great group to work with. Thank you to CT Oakes for making us aware of this opportunity.

- Spring surveys due, please hand in for compiling report for Harry Donahue

Several surveys were turned in to Linda Ketchum.

CT Oakes: Nothing has changed from last year's Corbett Park survey. No additional damage or vandalism. Date change is all that is needed.

Lynda Cochran: I was at Evergreen and it's not clear whether the Canal Corporation is doing more by Evergreen or not.

CT Oakes: They've reopened the canal path by Corbett and it's compacted and cleared. It's hard to see what the work plan is. There are survey markers, but it's not clear what's happening.

- Save the date for the College at Brockport's Saturday of Service: August 24, 2019, Corbett Park/other? It was agreed that less students are needed. Twenty is good.

Linda Ketchum: We could likely have students do the same kind of work as last year; painting, weeding and mulching in Corbett park.

Linda Ketchum, Amy Guptill, Barb and Joe Blosenhauer are available to supervise. Linda Ketchum will put in the request with the College. (update: reservation completed April 15, 2019)

- Meeting day is 2<sup>nd</sup> Wednesday from now on, see other dates below.

- The 2018 year-end report not done as Linda focused on the sub-committee work for Corbett instead.
- Updated fact sheet was looked over by the committee.

Joe Blosenhauer moved to approve. Barb Blosenhauer seconded. Voice vote - approved. Please see attached. Linda Ketchum will ask Village clerk, Leslie Morelli, to replace the one on the Village website with this newer version.

**Next Meeting:** May 8, 2019, 7pm, at the Village Hall – 127 Main Street

Future dates for 2019: June 12, July 10, Aug 14, Sep 11, Oct 9

Lynda Cochran moved to adjourn. CT Oakes seconded. Voice vote - approved. Adjourned at 7:44pm.

Robert G. Ortt  
NYS Senator, 62<sup>nd</sup> District  
Legislative Office Building, Room 815  
Albany, NY 12247

Dear Senator Ortt:

I am writing to ask for your assistance in funding the Corbett Park Improvement project in the Village of Brockport, NY.

Corbett Park is the largest and most heavily used neighborhood park by within our 2.2 square mile village. Park users come from: the Erie Canal towpath on its southern border, a Lifetime Assistance group home two blocks away, a nearby child day care center, the College at Brockport (students & faculty), an assistant living complex (seniors), the Town of Sweden (recreational youth tennis classes), Brockport Central School (students), local exercise and yoga classes (all ages), and even eastern Orleans County (residents).

There is a playground in Corbett Park, where some improvements have been made. Our Village Board continues to work diligently with our Department of Public Works and Parks Committee to make sure a safe environment is provided for participants in all of our parks.

Although other amenities are needed in Corbett Park, we believe that it is imperative to take the first steps to improve the park's infrastructure and accessibility. The following (anticipated expenditures attached) are priorities:

- Area 1: Restore the 2,500' walking trail (ADA accessible). The current deteriorated asphalt trail winds throughout the park from the base of Erie Canal bank, alongside lilac bushes, past play equipment, and a pavilion, and is used by walkers, the wheel-chair bound, cyclists, etc. Future plans include teen - adult exercise equipment stationed parallel to the path.
- Area 2: Repave the parking lot off Clark Street, the main entrance to the park. Severely deteriorated over the decades, the parking lot must be safe and smooth for all users.
- Area 3: Resurface the tennis courts (sports infrastructure). The only municipal tennis courts in the Village are not in good shape—certainly not for serious players—but are used for basic youth lessons. Future plans: include using one tennis one court for a basketball court.
- Area 4: Purchase of ADA compliant picnic tables. Currently, none of the outdated, worn wooden tables are accessible for the disabled. Park surveys have requested such.

The downtown business district is only one block away from Corbett Park. Once revitalized, the 9-acre park would serve as an economic catalyst—having a positive ripple effect on properties bought by families nearby. Also, higher real estate values would amount to higher property tax revenue, and park visitors and tourists would purchase goods and services increasing sale tax proceeds for the Village.

I am sure with your help, the improvements to Corbett Park would make it more inviting, accessible, draw more users, and create a higher sense of community and public pride.

Thank you in advance for your consideration. I look forward to hearing from you and would be glad to discuss the improvement project for Corbett Park in more detail. In the meantime, should have any questions, please feel free to contact me.

Sincerely,  
Margay Blackman, Mayor

Estimated Expenditures for Corbett Park Improvement Project

Corbett Park  
135 Clark Street  
Brockport, NY 14420

<u>Purpose and Description</u>	<u>Funding Source</u>	<u>Amount (\$)</u>
<b><u>Restore Walking Trail, (ADA Accessible)</u></b>		
Labor	Village DPW	\$ 11,696.00
Material	State EPF	21,324.00
Equipment	Village DPW	28,776.48
<b><u>Repave Parking Lot, (ADA Accessible)</u></b>		
Labor	Village DPW	11,696.00
Material	State EPF	45,537.60
Equipment	Village DPW	15,221.60
<b><u>Resurface Tennis Courts (3)</u></b>		
Labor	Village DPW	25,064.80
Material	State EPF	36,064.00
Equipment	Village DPW	34,328.56
<b><u>Picnic Tables (8) ADA Accessible</u></b>	State EFP/Vendor	<u>18,688.00</u>
		\$248,397.04

To: Margay and Annie  
From: Hanny Heyen  
For: Meeting with NYS Senator Robert Ortt, February 12, 2019  
RE: Request for Funding (Corbett Park Improvement Project)

### Talking points for Meeting

- Corbett Park is one of nine parks (6 have playgrounds in the Village) and is a huge area right off the Erie Canal. NYS is pushing canal use and events.
- Village has applied twice (2016 & 2018) for NYS Parks, Preservation, and Heritage CFA grant, Finger Lakes region—unsuccessful. Senator Ortt wrote letter of support in 2016 (not sure, if we used the same letter in 2018. Magnitude of whole project: about \$450,000 +. Not in request: overgrown pond, grills, new fitness equipment, pruning and planting of trees and lilac bushes, tennis and basketball equipment, Walking path will be ADA compliant –crushed stone-wider.
- (Senator Ortt should know the cost of today's park equipment/amenities: Grant that Sweden Foundation got for the Town of Sweden (over \$400,000)—even more years before.
- We have had many partnerships with churches, college students, volunteers, scouts, our Tree Board, & service groups that have help maintain and enhance Corbett Park.
- The emerald ash borer has also taken valuable trees in the picnic and pavilion area at a cost of labor and the environment in that park.
- Except for a new swing set (BISCO, 2017), there are no handicapped accessible provisions at the park.
- The walking path is hazardous, lifting up tree roots, falling apart, and overgrown with grass
- Parking lot is crumbling, small area of parking lot (basketball stand/hoop is bent), potholes!
- Tennis court is cracked, net posts bent, grass creeping through cracks
- DPW has other priorities that do need attention first.
- Village does not have a parks department
- Village budget; lately \$\$ has gone into Parks Reserve Fund. 2018-2019 Parks line: \$8,500; some cost absorbed by DPW (maintenance, landscaping, supplies, miscellaneous).
- Village has hired a gardener for some of the smaller parks
- Attached is the latest FACT Sheet about our Village Parks that Linda has updated since she became chair of the Parks Committee

## 2019 Fact Sheet, Village of Brockport Parks Committee

*Mission Statement: The Parks Committee of the Village of Brockport serves as an advisory committee to the Village Board and works with the Department of Public Works. Together, we aim to provide well-maintained parks and public places, and to preserve open space in our neighborhoods for maximum public enjoyment.*

Village of Brockport Website: <http://www.brockportny.org/>

Village Parks Web page/Brochure/Map: <http://www.brockportny.org/community/village-parks>

Interested in joining? <http://www.brockportny.org/departments-services/forms-and-applications/position-interest-form>

Nine (9) Village Parks: \*six (6) have playgrounds (addresses supplied by 911 contact, Christopher R. Martin, RPL)

\*Barry Street Park, 58 Barry Street

\*Evergreen Road Park, 211 Evergreen Road

\*Havenwood Drive Park, 47 Havenwood Drive

Remembrance Park, 111 Park Avenue

Harvester Park, 53 Market Street

\*Corbett Park, 135 Clark Street

\*South Avenue Park, 52 South Avenue

\*Monika Andrews Children's Park, 74 Utica Street

Sagawa Park, 96 Main Street

Parks Meeting Agendas and Minutes: <http://www.brockportny.org/government/parks-committee/minutes-and-agendas>

Bench Request Form/Tree Donation Form: <http://www.brockportny.org/government/parks-committee>

Village Code 34A-Village Parks: The Village Board approved the Parks Law on September 19, 2016 subsequently followed by approval by the NYS Department of State. <http://www.ecode360.com/31740651>

Parks Committee Structure: nine (9) members, plus, two (2) Village Board liaisons: John LaPierre and Annie Crane; Meet monthly (April — October, and as needed) on the second Wednesday, 7:00 p.m. @ the Village Hall

Members Responsibilities: Each member is responsible to oversee a specific park.

Department of Public Works: in charge of maintenance and safety of the parks. The Parks Committee works with Harry Donahue, DPW Superintendent, and has advisory authority to the Village Board.

Recent Park Improvements:

The South Avenue Park playground (Phase I — 2016, with Parks' budget/Phase II — 2017, Donor: Wegmans)

660' new fence in Corbett Park (2015)

Pickleball courts in Barry Street Park (2014)

Historical Mural in Sagawa Park (2016)

New Swing sets for Corbett Park (2017, Donor: BISCO) + Barry, Evergreen, & Havenwood Parks (2018-2019 installations)

Budget: There is \$8,500 on the Parks Budget line (June 1, 2019-May 31, 2020). Some expenses are in the DPW budget.

College at Brockport: Involved in annual Arbor Day tree planting; provides student volunteers for annual Saturday of Service (each August); donates tennis court equipment

Current Projects:

Plans for overall rehabilitation of Corbett Park including paths, ADA picnic benches, tennis court and parking lot

New Signage: safety/rules/911 locations (metal –Village of Brockport purchase) and tick warning (free from NYS)

Fun equipment for Barry Street Park

Linda Ketchum, Chair, Village of Brockport Parks Committee  
(585) 637-9669, lketchum@brockport.edu



Example of "NEED HELP-911 ADDRESS" sign to be added below each rule sign.

Different 911 addresses needed for each park. Rules signs (next page) are the same for each park. Each park needs a different number of signs because of multiple entrances.

**NEED HELP?**

**call 911**

**your Brockport location is:**

**58 Barry Street**

**cross street is: Fayette Street**

Welcome to  
**Your Brockport Village Park**

Open from dawn to dusk

**Village and New York State laws prohibit:**

-  The use of alcohol, tobacco, or illegal drugs
-  Vandalism, graffiti, or littering
-  Disorderly conduct, loud noise, obscenities, fighting
-  Riding bicycles, roller skates, scooters, or skateboards
-  Motorized vehicles, aircraft, or drones
-  Weapons, fireworks or firecrackers
-  Pets not on a leash or uncollected pet waste
-  Camping or overnight parking

