

## **Parks Committee Meeting Minutes, Wednesday, October 12, 2016**

Local History Room, Seymour Library, 7PM  
161 East Avenue, Brockport, NY 14420, 637-1050

Committee Chair, Hanny Heyen, began the meeting at 7:06pm.

### **ATTENDANCE:**

Present: Hanny Heyen, John LaPierre, Losh Spalla, Linda Ketchum, Karen Agostinelli, Lynda Cochran  
Not present: Sandi Henschel, Kristin Stiles, Joe Blosenhauer, Barbara Blosenhauer, Annie Crane

### **MEETING MINUTES:** September 12, 2016

One correction is needed in Old Business under BISCO: 4 additional sets of swings are needed, not 2. Linda K. made a motion to accept the minutes with the correction. Lynda C. seconded. The minutes were unanimously approved as corrected.

### **CORRESPONDENCE:**

Nikole Van Wie, Coordinator for Service and Community Building at the College at Brockport, requested a Letter of Support as she is applying for the Civic Learning, Democratic Engagement, Service Learning and related Excellence Award for Saturday of Service. Lynda C. made a motion and Loch S. seconded. All were in favor of Linda K. writing a letter in support of the collaboration with our committee as a partner in Saturday of Service including the impact this activity has had on our organization. It will also address the impact the experience has had on the students who participated.

Linda K. also received an email communication from a family friend regarding raising funds to erect a memorial in the form of a swing in one of our parks. Linda K. suggested one could be placed in Barry Street Park similar to the black "family swing" that is in Monika's Park donated by the Stetson Club. Everyone agreed during this discussion that Barry Street Park could be a good location. We will wait to hear if the project will move forward or not.

Hanny H. and Mayor Blackman sent a letter of notification to the neighbors surrounding South Avenue Park regarding the installation of the new playground on October 1, 2016. The letter was sent to warn neighbors that construction would begin the week of September 26, 2016 with excavation of the site.

### **OLD BUSINESS:**

- **Parks Law:** On Monday, September 19, 2016, the Brockport Village Board unanimously passed the new Parks Law. Once approved by the New York State Department of State, it will be added to Village codes.
- **Playground Audits:** On Monday, October 3, 2016, the Brockport Village Board approved the expenditure of \$2400 for a safety audit by a certified inspector from Parkitects, an established parks and playground designer in Upstate New York. The audit of our six playgrounds will take place in October 2016. No bid was necessary because this expenditure is under \$2500.
- **BISCO:** Hanny H. attended a meeting at the Seymour Library on October 4, 2016 to make a presentation regarding new swing sets needed in four of our park playgrounds. Seven members of BISCO (Brockport Integrated Service Club Organization) were present and were very receptive to the information provided.

- Sagawa Park: The dedication of the Interpretive Sign for the mural has been postponed. One suggestion was to hold it at the same time at the Holiday Parade of Lights festivities. Hanny H. has been corresponding with, Allan Berry, the head of Brockport's Museum Without Walls in charge of the interpretive signs around the Village.
- Parks Signage: Since it was decided that the park name would be in larger letters on top of "Village of Brockport, NY" for each sign at our last meeting, we still need to decide the design and shape of the 2 by 4 foot signs. The colors will probably be dark green, burgundy and gold. John L. suggested we be specific when we state the colors we want when talking to BOCES. Harry Donahue, DPW Supervisor, may have the precise colors that are on other signs in the Village (brand, name of color, etc.). Linda K. has agreed to work with Losh S. in getting the particulars sorted out for the BOCES instructor, Peter Sharpe, who will be supervising the construction of our signs through the school year. Each sign will cost approximately \$104 for the wood materials. We need to determine the cost of paint and the size of the lettering. Rules can be put on an aluminum sign and fastened to the back of the wooden sign in the future. We need 10 signs made (2 for Corbett Park).
- Parks' brochure: Karen A. will set up a meeting with Norm Frisch and continue with the design.
- South Avenue Playground Installation: On Saturday, October 1, 2016, Ben Frasier of Parkitects, Harry Donahue of DPW and 3 workers from his department, Parks Committee members, Village Board members, park neighbors and 30 College at Brockport students including the Community Service leader, Nikole Van Wie, all came together to do the "Community Build". Wegmans catering supplied breakfast, lunch, snacks, drinks and pizza throughout the day. Hanny H. is handling thank-yous to all of the aforementioned. She also created a press release submitted to Suburban News today that will announce the grand opening of the playground on October 23, 2016, at 1pm.

#### **NEW BUSINESS:**

- 2016-2017 Parks Budget: The playground audit of \$2400 approved by the Village Board lowered our \$8500 budget to \$6100. If wear mats are purchased (mentioned in the next item) the balance will be \$5390. Hanny H. met with the Village Treasurer on October 11, 2016, to discuss the parks budget. Most of the expenses to maintain the nine Village parks comes out of the DPW budget, but \$8500 is set aside for parks each year.
- Two Wear Mats for Swings in South Avenue Park: Hanny H. will talk with DPW supervisor, Harry Donahue, about purchasing the wear mats required for the swings at the South Avenue playground. The cost will be \$710 according to a Parkitects proposal. John L. suggested asking Supervisor Donahue about mats that are available at Tractor Supply. They are less expensive and may be up to spec.
- Bench Request Form: Hanny H. had a meeting October 5, 2016, with Chief Varrenti, Harry Donahue and John LaPierre regarding the new form being created and Village policy as it pertains to the group that wants to erect a memorial bench in Corbett Park. It was suggested that the bench request form also cover the "family swing" that may be donated to one of the parks. All bench request forms filled out will come to our committee for discussion. We will

then ask for Village Board approval of our decision. John L. clarified that the difference between a memorial and a monument is that a monument is erected for a living person.

- National Recreation and Park Association Annual Conference: Lynda C. attended this year's conference in Denver, Colorado. Five or six thousand people attended and she made three presentations. The presentations at this expo can be about anything from trash cans to mowing equipment and are attended by recreation directors and professors such as herself. Lynda showed us a video of when she was able to try out a gravity rail. See website at NRPA.org for more information.
- Grand Opening/Ribbon Cutting, South Avenue Playground: Sunday, October 23, 2016, we will host a grand opening of the new playground. Lynda C. suggested a simple greeting and a couple speakers ending with a fancy ribbon to be cut. Hanny H. will send out email invitations. Perhaps a sign could be placed at the park in advance as an announcement. Linda K. will see if she can come up with one.
- South Avenue Playground, Phase 2: When John L. met with the store manager at the Brockport Wegmans about supplying food for our Community Build, the manager expressed interest in becoming more involved in the community. He suggested that he and Hanny H. meet with the manager next week to tell them our dream equipment piece to add to the playground and let them take it from there. Linda K. said the children she talked to were excited about the we-saw. It's the most expensive piece on the Parkitects future plan coming in at \$9498 including shipping costs.
- Sagawa Park Permanent Christmas Tree: It seems that there is no room to plant a tree without taking a tree out. Hanny H. will discuss this with the DPW supervisor.

**OTHER:** Hanny H. handed out an updated list of all committee members.

The meeting was adjourned at 8:20pm

**NEXT MEETING:**

April 10, 2017 or earlier if necessary

Respectfully submitted,  
Linda Ketchum,  
Vice-chair

