

**Town of Victor Department of Parks and Recreation
Citizens' Advisory Committee Meeting Minutes
April 11, 2018**

Present: Brian Emelson, Gary Hadden, Larry Fisher, Mark Robbins, Dave Tantillo, Kevin Caggiano, Bradford Bowers and Cyndy Rochford

Absent / Excused: Lisa Roberts and Gregg Richards

Larry Fisher called the meeting to order at 7:05 pm.

Review & Approval of the March Meeting Minutes:

- Motion to approve the minutes by Mark Robbins. 2nd by Brad Bowers. Minutes approved.

Director's Report:

- Brian was asked to detail the activities associated with the 3rd Annual Arbor Day event in the Village which he works on with the Village Tree Board and Dept. of Public Works. Brian discussed the history of the Tree Board, past Arbor Day activities and this year's Arbor Day program which will be held on Saturday, April 21st from 10:00 am – Noon at Harlan Fisher Park and along Church Street.
- No other comments or questions

Parks and Recreation Master Plan Project Update:

- Brian, Larry and Mark shared the most recent draft of the community-wide, public input survey that the project sub-committee has been working on. The Committee made several comments and recommended changes for the survey, but overall felt that the sub-committee had done the job that they were tasked with.
- Brian will make the recommended changes and send it back out to the project sub-committee for their review.
- Once the final draft of the survey has been reviewed by the sub-committee, Brian will send it on to Bayer Landscape Architecture for their comments including when it would be best to release it for public use in relationship to their phase of work.
- Brian and Dave indicated that it would also need to go to the Town Board for their review and approval prior to releasing it to the public for a specific period of time. The sub-committee will request Town Board Privilege of the Floor at a May or June meeting.
- The survey would be available in an on-line format and be sent out through the Department's email push campaign through our existing database.
- We would also request that the VCSD send it out in pdf. format through their "What's Happening" monthly newsletter.

Victor Community Connectivity Project:

- Brian gave a brief update on the status of the bids for the project.

Planning Board Project Reviews:

- Proposed Lane Road Subdivision – Brian discussed the request that he had made to the applicant at the March 13th Planning Board meeting for his construction of sidewalks on the 450 LF section of their road frontage along Lane Road. If the applicant was willing to do this, Brian would recommend that the Planning Board consider waiving the Fee in Lieu of Parkland requirement.
- No other items to track at this time.

The next meeting will be May 2, 2018

Motion to adjourn the meeting was made by Mark and 2nd by Cyndy. Meeting was adjourned at 8:40 pm