

**Town of Victor Department of Parks and Recreation
Citizens' Advisory Committee Meeting Minutes
May 2, 2018**

Present: Brian Emelson, Gary Hadden, Larry Fisher, Lisa Roberts, Mark Robbins, and Bradford Bowers.

Absent / Excused: Dave Tantillo, Kevin Caggiano, Cyndy Rochford and Gregg Richards.

Guests: Liam Richards

Larry Fisher called the meeting to order at 7:08 pm.

Review & Approval of the April Meeting Minutes:

- Motion to approve the minutes by Lisa. 2nd by Brad. Minutes approved.

Director's Report:

- Brian was asked to describe and detail some of the issues surround the athletic field deficiencies that are noted in his report. Brian shared that he has had several conversations with Victor youth and the new Victor adult soccer programs on field needs as he was reviewing their field use permit applications and scheduling them for use. For example, the community (Town and School) only has two youth soccer fields that are sized appropriately for U10 and U12 soccer, which are two of the larger age groups. Brian has striped additional lines to accommodate another field for this age group on a field that currently has two other sports playing on it. The Department's (4) rectangular fields have been reserved Monday – Sunday, from 3:00 – 9:00 pm for the months of May, June and July.
- No other comments or questions

Parks and Recreation Master Plan Project Update:

- Brian reviewed the recommended changes to the survey that Mark Bayer and Josh Raymore from Bayer Associates gave him last week. The Committee agreed with the recommendations.
- Larry will request Privilege of the Floor for the May 14th Town Board meeting to review the survey with the Town Board.
- The project subcommittee will meet on May 7th at 2:00 pm to discuss the details on the presentation of the survey.

Victor Community Connectivity Project:

- Brian gave a brief update on the status of the re-bid of the project.

Planning Board Project Reviews:

- Brian mentioned that he was asked by Mike Schaffron of LaBella Associates to meet on May 1st to do a site walk of the proposed Auburn Trail Sanitary Sewer system project. Most specifically, the section from Maple Avenue to the existing stonedust trail near the Victor Insulators and active railroad tracks. Mike showed Brian the proposed trail widths including the chain link safety fencing and the timber railing that would be on either side of the “new” trail and forcemain. There were sections of trail from 7.5’ to 8’ wide with one foot on either side until the fences. Brian mentioned to Mike that shared use paths are typically 10’ wide (minimum 8’ wide) as recommended by American Association of State Highway and Transportation Officials (AASHTO). However, Mike mentioned that we would need to be narrower in this section because the railroad had stipulated a 13’ separation between the active tracks and the proposed trail. Brian recommended not leaving a 1’ wide grass shoulder on either side due to the maintenance activity which would require string trimming versus mowing. Brian also mentioned to Mike that he would tie the “new” trail into the existing trail and add some benches where the trails met.
- Gary brought the Committee up to speed on the proposed Ferris Terrace project in the Village noting that the applicant had received its Site Plan approval from the Village Planning Board.
- No other items to track at this time.

The next meeting will be June 6, 2018

Motion to adjourn the meeting was made by Mark and 2nd by Lisa. Meeting was adjourned at 8:50 pm