

## **Citizens' Advisory Committee Meeting Minutes**

### **October 2, 2019**

**Present:** Bradford Bowers, Brian Emelson, Larry Fisher, Gary Hadden, Gregg Richards, Liam Richards, Mark Robbins, Lisa Roberts, Lisa Simmons

**Absent/Excused:** Paul Moszak, Dave Tantillo

**Gregg Richards called the meeting to order at 7:55 pm.**

#### **Review and Approval of the September Meeting Minutes:**

- There was one amendment to the September Meeting Minutes. Larry made a motion to approve the September Meeting Minutes. Lisa 2<sup>nd</sup>. Minutes approved as amended.

#### **Director's Report**

1. Brian highlighted points from the October Director's report that was distributed regarding the Master Plan, Operating Budget and the Auburn Trail Sewer Force main Project.

#### **Parks and Recreation Master Plan Implementation**

- Brian and Josh Raymor from Bayer Landscape are working on the final edits to the Parks and Recreation Master Plan Update based on comments received since the public hearing. They plan to have the final adopted plan up on the Town's website and on file in the Town Clerk's office by October 11<sup>th</sup>.
- Brian presented the 2020 Operating Budget and Draft of the Capital Improvement Program to the Town Board at the September 16<sup>th</sup> Budget Workshop.
- There were few changes in the Operating Budget, projected up and down in some areas. Where the budget is up is due mostly to the increased cost of leasing the Parks and Recreation facility as well as the minimum wage projected increase.
- Brian stated that most of the discussion was related to the submitted Capital Improvement Program based on the update to the Parks and Rec Master Plan. Brian relayed that he presented the spreadsheet information explaining how the projects were chosen, how the projects were ranked and which projects were forwarded on. He also gave the Board a historical overview of the department as it relates to the last three Master Plan efforts to show the projects developed in

accordance to the Master Plans and where the department was on an operational expenditure side and a revenue side.

- Brian stated that while the Board supports the capital improvements, they will not support them from a tax base in this year's coming budget. The Board is allowing the department to move forward with the Fishers Park Streambank Stabilization & Fish Habitat Restoration project conditioned on a grant that was submitted for with the remainder coming out of the Capital Parks Trust Fund. The Board would also like to see the department use the Capital Parks Trust Fund for the Mary Frances Bluebird Haven Pond Aeration & Oxygenation project. The Board does not support moving forward with construction on the Victor Municipal Park parking lot expansion this year, however they will support the department engaging with design and engineering for the expansion in 2020.
- Regarding the design and development of the Papparone Park and Community Center, the Board has conditions on moving forward including the following:
  - Land acquisition of the 2 adjacent parcels to the park
  - Feasibility of the Brace Road re-alignment to the NYS Route 96
  - Feasibility of accommodating a Town-owned Courts building on the land adjacent to the park.
  - Better understanding of the Town of Farmington's interest in partnering with the Town of Victor for a new facility.
  - Lisa mentioned the fact that the Board will want to go to referendum on the bond in possibly May of 2020.
  - Brian stated that if no other Town Board workshops are set up then the next steps related to the budget process would be the adoption of the tentative budget and a public hearing would be set for October 28

## **Planning Board Project Reviews**

### **Sewer Main update**

- Brian attended a project meeting this morning and gave an update. He relayed some minor concerns with damage to some trailside facilities, and pointed out that his major concern is how the trail will be reconstructed as the bid documents are vague regarding the reconstruction.
- Brian explained the process and material involved in building the original trail to the group and stated that he also went over the process with the engineer. He raised the concern with the engineer that no new material is being brought in to reconstruct the trail and that the existing area was just being "graded" off allowing trail disturbance. Brian said that he discussed with the project engineer allowing for at least a year of use

and weathering after it is completed before evaluating how the sections of trails are holding up. Brian expressed the subbase concerns to the engineer and stated that he would request that a core sample would be taken in certain locations to evaluate the material in the trail.

- The committee discussed the trail condition over at Brace and Ketchum. Mark described the current condition of the trail in that area and also mentioned that the trail seemed wider than he remembered.
- Gregg asked what the contractor's plan was moving forward. Brian responded that as they complete sections they will top it with their requirement of 5/8 of an inch of stone dust instead of the two inches that Brian requested. Additionally on the new sections over near Victor Insulator the plan is to top with four inches of crusher run and 2 inches of stone dust. The engineer is not allowing for a full new course of stone dust.
- Brian mentioned that it was good to see them utilizing a paving unit (roller) to lay down the stone dust as opposed to a bulldozer or grader.
- The anticipated completion date for the trail resurfacing and reopening is November 15.

### **Gullace update**

- Gary mentioned that there was no update on the Gullace project and that they were not listed on the upcoming agenda.
- Gary asked Gregg if any work was done on the CAC's letter to the Village Planning Board. Gregg responded that Lisa had drafted it and he plans to add some items to it. They plan to complete it as soon as possible so that it is ready for when the project goes back on the agenda.

### **Victor Hiking Trails Update**

- Chauncy mentioned that he had a discussion with the Knapps regarding the easement for putting the ramp down on the Auburn Trail. They relayed to him that they are waiting on paperwork from the Town regarding possibly turning it over as an easement or an acquisition.
- Chauncy asked if it would be feasible to install pavers to prevent the area from further damage and stated that the steep slopes along with the area near Fish Creek powerline pole are getting really muddy. The committee discussed the condition and explored ideas.

### **Upcoming Events**

- Jack-O-Lantern Trail Event at the Lehigh Valley Trail will be held on October 19.
- Halloween Tailgate Trick or Treat event at Victor Municipal Park Lodge will be October 26<sup>th</sup>.

**The next meeting will be Wednesday, November 6, 2019 at 7:00 PM**

**Motion to adjourn was made by Mark and 2<sup>nd</sup> by Larry. The meeting adjourned at 9:40 PM**