

**LOWER PROVIDENCE TOWNSHIP  
PARKS & RECREATION  
OCTOBER 9, 2007 MEETING MINUTES**

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**1. Call to Order:**

A. Chairman Heisner called the Parks & Recreation meeting to order at 7:00 p.m.

**2. Roll Call:**

A. The following Parks & Recreation members were present: Mr. Baldassari, Mr. Brooke, Mr. Donovan, Mr. Gambone, and Mr. Heisner.

B. Mr. Dell Angelo arrived late.

C. Mrs. Mazza was absent.

D. Additional attendees included: Mr. Matthew Jones, Student Representative, Mr. Craig Dininny, Board of Supervisors Liaison, Mr. Joseph Dunbar, Township Manager, Ms. Angela Johnson, Parks & Recreation Program Coordinator, and Ms. Kelly Donohue, Parks & Recreation Director.

**3. Monthly Meeting:**

A. Review/Approve meeting minutes of September 11, 2007:

1. **MOTION** – Mr. Gambone made a motion to approve the September 11, 2007 meeting minutes. Mr. Baldassari seconded the motion. The motion *passed 5-0*.

**4. Old Business:**

A. Wooded Glen Field:

1. Mr. Fred Horrox from the Wolverines was present to provide a status on the field. Mr. Horrox noted that equipment was moved in today to begin work on the field. The silt fence has been installed. The driveway entrance will be moved slightly from its' original location because what was thought to be an electrical box is actually for fiber optics and cannot be moved.
  - a) By December 1<sup>st</sup>, both the field and parking lot should be graded, the bases for the lights and goal posts should be installed, and the water and electric lines will be in place. Mr. Horrox hopes the project will be completed by next spring or summer at the latest.
  - b) Mr. Horrox still needs to provide the final information on lighting to Mr. Salisbury. He reviewed the proposed candle bases, poles and fixtures, noting that lacrosse would need higher lights than does football. They would like to install the lower lights, but have the poles high enough that the lights can be added for lacrosse at a later date if needed. Mr. Horrox noted that the higher poles and larger bases are costing them approximately \$5,000 extra.
  - c) Mr. Dunbar told Mr. Horrox to hold off on purchasing any of the lighting items until he has finalized the details with the Township Lighting consultant.

**5. New Business:**

A. Updates on Capital Projects:

1. Evansburg Point Park – Ms. Donohue has still not heard back from DCNR. She has reached out to Mr. Gribbosh and is awaiting his response.
  - a) Mr. Donovan asked if any residents had called the Township to complain about the lights? Ms. Donohue has not received any complaints.
  - b) There was a question of what went on at the DCNR meeting held in the park. Mr. Dunbar commented that DCNR was just reviewing the submitted plan on site.
2. Hoy Park – Ms. Donohue noted that the work for the parking lot and boat ramp are underway. Concrete was poured for the boat ramp, however it was a bad bunch of concrete and did not

dry. This will have to be removed and reinstalled. The parking lot was scheduled to be installed this week.

- a) Ms. Donohue noted that the grant application for the fishing pier was submitted to DCNR for review. McMahon Associates is doing the design work for the pier. She hopes to begin construction on the pier early next year.
  - b) Mr. Dininny commented that the parking lot should not be paved until the concrete for the ramp is poured, because the cement truck will rip up the paving.
3. Marquee – The sign has been installed and the stonework was done last week. The marquee is still not complete, however Ms. Donohue hopes it will be done this week. They will then install landscaping and a new flagpole that was donated.
4. Cranberry Park – Ms. Donohue noted they are still working on the challenges with locating the driveway, and she is working on a budget for this project. A small footbridge will be installed over the tributary into the park.
- a) Mr. Heisner commented that perhaps the bridge could be an Eagle Scout project.
5. Detention Basin Project – Ms. Donohue noted that the work for this project is complete. They have naturalized the basins at Redtail Park and on Vincent Drive in Evansburg Crossing. Four trees and 126 shrubs were installed, with the assistance of prisoners. Ms. Donohue is in the process of submitting the final grant information to Montgomery County for reimbursement.
- a) Mr. Baldassari questioned why all the basins are being naturalized, commenting that the plantings may not live as the salt from street water runoff could kill them. Mr. Dunbar noted that the water in these basins is from the nearby fields.
6. Shoemaker House – Ms. Donohue indicated that the windows, roof, and plumbing are done, and there is an electrician doing the wiring. She is getting prices for doors, the kitchen and the ADA bathroom. Fiber optic will be installed within the next few weeks.
- a) Mr. Donovan asked how expensive an ADA bathroom would be? Ms. Donohue remarked that they only needed to purchase the sink and toilet, and could do the drywall themselves.

#### B. Other Updates:

1. Budget – The preliminary budget has been submitted to Mr. Dunbar.
  - a) Ms. Donohue submitted the Capital Plan as previously discussed, however some items are not currently funded. Several items not funded include: the backstop at Gauthler Field, rubber surfacing in Eagleville Park, and stucco & repointing of Shoemaker House. Ms. Donohue noted that many of the items would be paid via partial grants for half the cost of the project.
  - b) Mr. Dunbar noted that there was a \$130,000 deficit in the operating budget and a \$300,000 deficit in the capital budget, which has now been balanced. He reviewed the various P&R funds for the Board.
  - c) Ms. Donohue will forward the budget to the Board once it is finalized.
2. Fall Fest – Ms. Donohue reported that the Fall Fest had a good turnout, and they had over 100 runners for the race, raising \$500 for the Tug McGraw Foundation. She received both positive and negative feedback from residents.
  - a) Mr. Donovan indicated that it was the best Fall Fest since he has been on the Board. He would like to see the political signs prohibited from future Fall Fest activities.
  - b) Mr. Gambone thought that they had addressed the political signs last year. Mr. Heisner noted that they discussed the handing out of political leaflets.
  - c) Several ideas regarding political activity at Township events were discussed. It was suggested that they locate signs further away, perhaps the parking lot, and that the booths for the various political committees be placed in an out of the way location.

C. Discussion on Park Banner:

1. Mr. Donovan provided information on a “worst case scenario” for costs associated with creation of a full-color, double-sided banner to place over Township roadways. The banner would have an area where you could change the date each year, and the lifetime for the banner would be 7-8 years.
2. Each banner would cost \$1,350, with an annual \$175 expense to update the year.
3. Proposed locations for the banners would be Pawlings & Egypt Roads, the Trooper Road exit onto Rt. 422 (could be an issue with West Norriton), and Ridge Pike & Park Avenue. Where the banner crosses a State road, they would need to obtain a permit from PennDOT.
4. Mr. Brooke noted that he has spoken to Rep. Vereb, who indicated that he could try to assist with obtaining PennDOT approval.
5. Mr. Donovan noted that based on the budget, they could go with a cheaper alternative.
6. Mr. Heisner asked if they could have a sponsor pay for the banner? This is an option.
7. Mr. Dunbar noted that the cost for the banner could also be folded into the event via registration fees etc. When they apply for the PennDOT permit, they can note that this will be an annual permit request. Mr. Heisner asked if there was a fee for the permit? Mr. Dunbar indicated that there was not, but they still had to go through the process.
8. Mr. Brooke noted this should provide more exposure for various events. Mr. Dunbar indicated that they are competing with other municipalities, the school and even the library for these events.
9. Banners would be created for the 4<sup>th</sup> of July, the Car Show, and Fall Fest.

D. Additional Updates:

1. Ms. Donohue remarked that the next event would be the Turkey Shoot on November 16<sup>th</sup>, from 7-9 at Arcola School. She requested that everyone let her know as soon as possible if they can assist with this event. Mr. Gambone asked her to double check that they had the gym for that event.
2. On November 30<sup>th</sup> is the Holiday Festival.

**6. Comments from Board:**

- A. Mr. Brooke asked what happened to the lighting proposal for Redtail Park that they sent to the Board of Supervisors? Ms. Donohue noted that it has to be reworded to include timers for the lights. Mr. Dunbar indicated that the lighting policy was approved with the changes. The Township will supply and install the timers for the lights.
- B. Mr. Dininny noted that the Bocce organization added \$6,000 to \$7,000 to the Township’s \$25,000 allocation and constructed a lighted pavilion over the bocce courts. He remarked that it may be appropriate to install a plaque on a rock to thank the people who constructed the pavilion, noting that this saved the Township around \$75,000 in labor.
- C. Mr. Dell Angelo arrived at this point in the meeting.
- D. Mr. Dininny commented that many Township residents put in untold hours by volunteering for Township events and for other organizations in the community. He thanked the Park Board for all that they do for the Township, but stressed the importance of the need for the Board’s attendance and volunteering at these events. If members are unable to assist with these events, they need to rethink their involvement with the Board and let the Township know if they cannot make that commitment.
- E. Ms. Donohue provided information on a Haunted House in Oaks that the Optimist Club is helping with. This is in the 422 Business Center near the Dump, and will run from October 11<sup>th</sup> to the 31<sup>st</sup>, from 6-11 p.m. each night. If anyone is interested in helping, contact Tony Caruso of the Optimist Club.

**7. Comments from Residents:**

A. There was no public comment at this time.

**8. Adjourn:**

A. **MOTION** – Mr. Donovan made a motion to adjourn the meeting. Mr. Baldassari seconded the motion. The motion passed 6-0. The meeting ended at 7:50 p.m.

**Next Meeting:** November 13, 2007