

**LOWER PROVIDENCE TOWNSHIP
PARKS & RECREATION
JANUARY 8, 2008 MEETING MINUTES**

1. Call to Order:

A. Mr. Heisner called the Parks & Recreation meeting to order at 7:05 p.m.

2. Roll Call:

A. The following Parks & Recreation members were present: Mr. Gambone, Mr. Heisner, Mrs. Mazza, and Mr. Wurtz.

B. Mr. Brooke and Mr. Dell Angelo were absent.

C. Additional attendees included: Mr. Matthew Jones, Student Representative, Mr. Chris DiPaolo, Board of Supervisors Liaison, and Ms. Kelly Donohue, Parks & Recreation Director.

3. Re-Organization Meeting:

A. Introduction of Board Members:

1. Mr. Wurtz introduced himself and discussed his volunteer activities over the past 45 years of being a Township resident.

B. Appoint Temporary Chairman:

1. Mr. Heisner appointed Ms. Donohue as temporary Chairman of the Board. Ms. Donohue requested nominations for Chairman and Vice-Chairman.

C. Nominate and elect Chairman and Vice-Chairman:

1. **MOTION** – Mr. Gambone made a motion to nominate Mr. Heisner as Chairman of the Parks & Recreation Board. Mrs. Mazza seconded the motion. The motion *passed* 4-0.

2. **MOTION** – Mr. Gambone made a motion to nominate Mrs. Mazza as Vice Chairman of the Parks & Recreation Board. Mr. Wurtz seconded the motion. The motion *passed* 4-0.

3. Ms. Donohue turned the meeting back over to Mr. Heisner.

D. 2008 Meeting Schedule:

1. The Board reviewed the proposed 2008 meeting dates, and there was some discussion of possibly changing the meeting date or time.

2. **MOTION** – Mr. Gambone made a motion to keep the meeting schedule as it currently exists. Mrs. Mazza seconded the motion. The motion *passed* 4-0.

E. Student Representative:

1. Mr. Matt Jones will remain as student representative for 2008.

F. Adjourn Re-Organization Meeting:

1. **MOTION** – Mr. Gambone made a motion to adjourn the re-organization meeting. Mrs. Mazza seconded the motion. The motion *passed* 4-0.

4. Monthly Meeting:

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

1. **MOTION** – Mr. Wurtz made a motion to approve the December 11, 2007 meeting minutes. Mr. Gambone seconded the motion. The motion *passed* 4-0.

5. Old Business:

A. Updates on Capital Projects:

1. Ms. Donohue noted that she was modifying the agenda to combine the new business item into the old business items.

2. Program Sponsorship Book – Ms. Donohue explained how she has been soliciting various businesses to sponsor program offerings from the Township since September.
 - a) Shannondell has donated \$10,500 to sponsor five programs throughout the year.
 - b) McMahon Associates has donated \$1,000 to sponsor the Car Show.
 - c) Ms. Donohue has also reached out to Chambers Associates, PECO, Comcast, ARA, other Township organizations, etc. for donations. If any member of the Board has other suggestions on whom to reach out to, please contact Ms. Donohue with your ideas.
 - d) Mrs. Mazza suggested contacting the various banks throughout the Township.
3. Cranberry Park – Ms. Donohue noted that the parking lot should be completed by September 1, 2008, and she will then try to complete the footbridge over the stream.
4. ARA Playground and Walking Path – Ms. Donohue noted that the existing play structure would be removed prior to installing a new one, and the path running from the handicap parking spots to the bathroom should be complete by May 31, 2008.
 - a) Mr. Gambone noted that they just received approval to host the Eastern Regional 12 & under and 16 & under Girls teams from July 18-23, 2008. This should bring a lot of money into the community.
5. Hoy Park Fishing Pier – Ms. Donohue has received input on the new design for this pier, which is scheduled to be done by September 30, 2008.
 - a) Mr. DiPaolo noted that it is only 7' above the normal water elevation, and asked if that is above the normal flood stage? He is concerned with the possibility of the pier washing away during flooding.
 - b) Ms. Donohue will check with Chambers to determine if this is above flood level.
 - c) It was noted that they will go out for bid for this project, and it will be a concrete pier.
6. Level Road Schoolhouse – Ms. Donohue explained that the roof for this building should be replaced by July 31, 2008. This has to go out to bid.
7. Eagleville Park Master Plan – Ms. Donohue noted that this master plan must be updated in order to apply for DCNR grants. This is slated for completion by September 1, 2008.
8. Eskie Park Play Structure – The current play structure is out of code and will be removed. The new structure is on order. The one by the residents will be removed, and one will be installed by the Public Works Building.
 - a) Mr. Gambone questioned what they do with the old play structures? Ms. Donohue indicated that they try to get the company to take them; they may be used for parts.
 - b) Mr. Heisner asked who determines the playground code? Ms. Donohue believes the State is in charge of this; there are playground inspectors who check for compliance.
 - c) Mrs. Mazza questioned if the new structures are designed to meet ADA standards as well? Ms. Donohue indicated that there is a ratio of how this should work, and they meet it.
9. Shoemaker House – Ms. Donohue reviewed the status of items completed in the Shoemaker House. The P&R Department is due to be moved in by February 1, 2008.
 - a) They may have an opportunity to get the front of the house pointed like the barn, and have the remainder done in stucco by a developer.
 - b) Mr. Gambone asked if they would be able to receive any money for this as a historic structure? Ms. Donohue indicated that they could not, as it was not considered historic. Mr. DiPaolo reviewed the process involved with historic houses for the Board.
10. Evansburg Point Park – Ms. Donohue explained that this is ongoing. She has received a letter back from DCNR requesting additional information on lights, etc. Chambers is currently modifying the plan per DCNR's requests.

6. New Business:

A. Hoy Park Fishing Pier: covered above.

7. Comments from Board:

A. Ms. Donohue noted that the next meeting was very important for all members to attend. They will be reviewing the Master Plan for St. Gabe's Field, and are inviting the residents from that area of the Township to attend. While the residents area there, Ms. Donohue would like to discuss a request and opportunity in conjunction with Upper Providence Township.

1. Upper Providence wanted to have a circus come to town. However, you need a minimum of 4 acres, and they do not have an area to hold the circus. The St. Gabe's field area is 32 acres, and she would like input on having the circus in that area.
2. The circus would be in May. The Township's would receive 4,000 tickets, to be divided between the two Townships to sell to residents. The Township receives 25% of the ticket cost as a profit. Ms. Donohue projects this would only be about \$1,500, but it would be a nice event for the community. The circus would only be here for one day, with a two-hour show at 4:30 p.m. and 7:30 p.m. Ms. Donohue is proposing shuttle buses for residents from the ARA parking lot.
3. Mr. Gambone noted that this is the prime baseball season and playing time, and asked if they could just park in the field by the circus? Ms. Donohue noted the only concern would be if the field was muddy.
4. Mrs. Mazza noted the two primary complaints they will receive would be traffic and animal control. She suggested Ms. Donohue research the safety record of this circus prior to the meeting.
5. Ms. Donohue noted that she has checked their references already. There are things the Township would have to provide such as water for the animals, and traffic police, etc. for the area.
6. Mrs. Mazza noted that Neilson owns a lot of empty lots in that area of the Township, perhaps they would be willing to let them be used for parking. Mr. Gambone also suggested the Mascaro parking lot as a possibility.
7. Mr. DiPaolo suggested getting answers to the most commonly asked concerns and questions prior to the meeting, so they could be addressed at the meeting. He also noted another important issue would be cleaning up after the circus and animals.
8. It was decided that the residents from Audubon Road up through Pawlings Circle would be included in the mailing.
9. Mr. Heisner questioned how many tickets they would need to sell to clear their expenses? Ms. Donohue still needs to figure this out.

B. Mr. Heisner asked what upcoming winter events would need to be handled by the Board? Ms. Donohue noted there were three in the brochure, and the Easter Egg Hunt in March.

C. Mrs. Mazza questioned what they could be doing to try to include the teen market in P&R events?

1. Mr. Jones noted that the high school had just cancelled the winter formal because too many students were showing up under the influence of various substances. If they would hold some type of winter formal that would go over well.
2. Mr. DiPaolo suggested some type of outward bound or orienteering course outdoors. Mrs. Mazza noted that the Boy Scouts have something similar to that. Ms. Donohue will check to see what other Townships are offering along those lines.
3. Other options that were discussed include a ski trip, kayaking or rock climbing.

D. Mr. Gambone welcomed Mr. Wurtz and Mr. DiPaolo to the P&R Board.

8. Comments from Residents:

A. Mr. William Donovan suggested parking at Mill Grove for the circus too. He thanked the Board, noting he had been honored to work with them for the past two years.

9. Adjourn:

A. **MOTION** – Mr. Gambone made a motion to adjourn the meeting. Mrs. Mazza seconded the motion. The motion passed 4-0. The meeting ended at 8:10 p.m.

Next Meeting: February 12, 2008