

TOWNSHIP OF LOWER MAKEFIELD  
PARK & RECREATION BOARD  
MINUTES – NOVEMBER 10, 2020

The regular meeting of the Park & Recreation Board of the Township of Lower Makefield was held remotely on November 10, 2020. Mr. Krauss called the meeting to order and called the Roll.

Those present:

Park & Recreation Board: Douglas Krauss, Chair (left meeting in progress)  
Michael Brody, Secretary  
Mike Blundi, Member  
Patricia Bunn, Member  
David Malinowski, Member  
Kimberly Rock, Member  
Dennis Wysocki, Member

Others: Monica Tierney, Park & Recreation Director  
James McCartney, Supervisor Liaison

#### APPROVAL OF MINUTES

Mr. Brody moved, Mr. Blundi seconded and it was unanimously carried to approve the Minutes of October 13, 2020 as corrected.

#### CAPRA ACCREDITATION

##### Sub-Committee Updates

Mr. Krauss stated at the last meeting they identified different Sub-Committees to address different Sections that Ms. Tierney had asked the Board to provide some assistance on.

Mr. Blundi stated his group did some preliminary work investigating the User Groups.

Ms. Rock stated they met and came up with an initial plan. She stated she then called Ms. Tierney, and they are now going over what the Township currently does in terms of their Section, which is Health and Wellness. She stated they will meet again to make sure the list is final and look at what they are not currently doing that they could be doing.

Mr. Brody stated they have had two meetings, one with Ms. Tierney. He stated this Section is a big undertaking, and they are just in the beginning stages.

Mr. Krauss stated he is glad that each Sub-Committee has had the opportunity to meet at least once. He stated if there are any issues they should raise them with Ms. Tierney so that they can stay on track.

Ms. Tierney stated she has been in touch with everyone. She stated there will also be Interns on board who she hopes will be able to assist the Board through this process. She stated the Interns will also be working on other pieces of the document. Mr. Brody stated he feels his group could use some assistance, and they could discuss this off-line; and Ms. Tierney agreed.

#### Recommend to the Board of Supervisors the Parks and Recreation Risk Management Plan

Mr. Krauss stated this twenty-five page document was shared with the Park Board by Ms. Tierney. Ms. Tierney stated the Interns reviewed some of our risk protocols; and while there were risk protocols for the overall Township, we needed something more specific internally for Park & Recreation for training and that could be referred to for Camps, the Pool, etc. Ms. Tierney stated or insurer, DVIT, was very helpful. She stated she also worked with the Police Chief who reviewed and approved the documents, and there was also a legal review. She stated trainees, summer hires, and everyone else will have access to the document so that they know who to call in case of an emergency, etc.

Mr. Krauss asked how the document will be disseminated to the User Groups once it is approved and what is the expectation from them since they are using Township fields. Ms. Tierney stated the User Groups would need to tell her that there is a problem and report incidents. She stated what they are discussing this evening is more of an internal document. She stated there are 130 staff that are hired for the Pool in the summer and 15 Camp staff plus the internal staff. She stated this is a document that people can refer to and they can use it for training purposes internally. Ms. Tierney stated she needs it to be made very clear on the Township page how people can put in an incident report such an incident that might occur at the Dog Park. She stated everything that is in the document will be made public. She stated everything with CAPRA will be made public.

Ms. Tierney stated she does have regular meetings with the League heads and she will send them the entire document once it is approved.

Ms. Bunn moved and Mr. Brody seconded to recommend to the Board of Supervisors the Parks and Recreation Risk Management Plan.

Mr. Brody stated while he understands that this was e-mailed to the Board, he did not get it in his paper packet so he did not read it in advance of tonight's meeting. He stated he recalls discussing this previously, and he asked if this is the final version. Ms. Tierney stated this document was not reviewed by the Park Board until now. Ms. Tierney stated she e-mailed it a week ahead of the packets. Mr. Brody asked if they are voting to implement this procedure plan, and Ms. Tierney stated they are voting to implement it and make it the final document. Mr. Brody stated since he did not read it, he does not feel he should vote on it.

Mr. Brody stated he does recall the presentation made by the Interns and there was something in the Pool section dealing with not allowing coolers, etc., and he asked if that has been included in this document to implement as a new rule. Ms. Tierney stated this document is not Policies and Procedures, rather it is how they would react in the event of an incident. Mr. Brody asked if he should abstain from voting on this since he did not read the document, and asked if they could still move forward if he were to abstain. Mr. Krauss stated there are a sufficient number of Board members present who could pass this even if Mr. Brody were to abstain.

Ms. Bunn asked if they could vote on it and Mr. Brody could call Ms. Tierney tomorrow to make any comments. Mr. Brody stated he feels comfortable with the Board voting on this, and he will discuss any comments he has with Ms. Tierney later.

Motion carried with Mr. Brody abstained.

#### NAMING POLICY DISCUSSION

Mr. Krauss stated this document was included in the Board's material. He stated there was an original document that Mr. Wysocki had discussed with the Board along with a follow-up document with edits that Ms. Tierney had made to get this more streamlined and actionable.

Mr. Krauss stated the purpose is to establish a uniform procedure for officially naming any Park, Park facilities, open space, trails, and recreation areas; and that will insure that our public amenities are easily identified and consistent with the character and values of Lower Makefield Township. He stated the objective of the document was to provide clear, simple, standard processes concerning names for public parks and facilities, provide the guidelines for naming considerations to insure that the names will best serve the purpose of the Township, keep a historical record of names of Parks and facilities, and to have consistency in the naming process.

Mr. Krauss asked Ms. Tierney to discuss what she edited. Ms. Tierney stated this is on the Agenda as a Discussion Item and not necessarily for a Motion. Mr. Krauss stated they are not approving this tonight, and it is just a review of the document and the policy which they have discussed previously. Mr. Krauss stated they should consider the process and what exceptions/exclusions there could be. He stated if they feel the document is in a “good place,” they could then make a Motion and present it to the Board of Supervisors. He stated they could also Table it and have people edit it and make additional comments. He added this would provide direction if there was a desire to name something in the future.

Ms. Tierney stated she cleaned up the document and provided some clarification. She stated this included what would be considered as a qualifying name, how the process would work internally, and the procedure; and she added some exclusions. She stated that what she added was more about procedure and how they would operate internally. She stated she also made some modifications to the wording throughout.

Mr. Krauss stated the Application would be submitted to Ms. Tierney as the Director, and it would then come to the Park & Rec Board to address the criteria, and then go to the Board of Supervisors; and Ms. Tierney agreed.

Ms. Bunn asked if they indicate in the Policy that the person has to be either a past or present resident of Lower Makefield. Ms. Tierney read the language as follows: “Someone who has had outstanding accomplishments for the good of the community.” Ms. Bunn stated she did not see that it indicated anywhere that they specifically had to be a resident, and she feels that is something that should be added. She stated these are Township buildings and Township funds, and at minimum it should be a requirement that at some point they were

a resident of Lower Makefield. Ms. Tierney stated they include the wording that “An individual or organization that contributed significantly to the acquisition or development of a Park or facility.” Ms. Bunn stated that does not state that there were a resident.

Mr. Brody stated even if someone were not a resident but wanted to contribute a significant amount of money toward a facility, we should consider that they had a sizable interest in the Township, and we should consider allowing naming rights. Ms. Bunn stated she feels they could consider that as an exemption, and there should be something included in writing that they should be a resident.

Mr. Wysocki stated he disagrees that they would have to be a resident. He stated it could be indicated that if the person was not a resident, it would have to go through another level of scrutiny. Ms. Rock stated it could be someone who is affiliated with the Township such as someone who worked for the Township or had some affiliation but they was not a resident. Mr. Krauss noted that some of our Leagues and organizations cross Township boundaries, and there could be individuals who gave a lot of time and effort even if they did not live in the Township. Ms. Bunn stated she feels it should be more clearly defined. She stated she does not feel someone who does not live or work in the Township would be invested in our Township, and they would probably be doing something in their own Township. She stated she feels the wording should be a little tighter. Ms. Tierney asked if they could state “preference will be given to residents,” and this was acceptable to Ms. Bunn and the Board.

Mr. Brody noted some minor corrections needed to be made to Page 2.

Mr. Brody stated the Supervisors recently named the silt pile, and there was not a Naming Policy at that time. He asked Mr. McCartney when he reads what is proposed, would he have felt better about that naming if this Policy had been in place. He asked Mr. McCartney for feedback on the Policy proposed. Mr. McCartney stated he feels the concept is good, and he agrees with some of the points that Ms. Bunn made as far as people actively being part of the community or living in the community recognizing that there will be exceptions. He stated if someone were to donate a significant amount of money to the Township, he feels they would be in favor of naming something after them. He stated they also want to make sure that they are not ignoring the people who put the work in.

Mr. Brody asked if there would be a benefit adding something that there would be some degree of community support for this such that there would have to be signatures from a hundred residents or proof via Change.org. Ms. Bunn stated she would not be in favor of that.

Mr. Wysocki stated in the Agreement it indicates that someone recommending it has to present rationale for the request. Ms. Tierney noted the first page which lists what they initially need to present.

Mr. Wysocki stated when this was originally put together it was intended to be a guideline with some structure so that there was thought behind the naming, but ultimately the Board of Supervisors has the authority to accept or reject it.

Mr. Wysocki noted the Exclusion Section, and he feels the first three bullets are exclusions; however, he feels the rest is more Process and should be somewhere else in the document. Ms. Tierney agreed to make this change.

Mr. Brody asked if the Board of Supervisors would be approving this Policy, and Ms. Tierney agreed. Mr. Wysocki asked if they could adopt this into the Township's Rules and Regulations, and Ms. Tierney stated they could.

Ms. Tierney stated she is also working on a comprehensive Park & Recreation Policy, and this could be put in the Policy and they could bring the whole thing to the Board of Supervisors if this is how the Park & Recreation Board would like to do it. Ms. Bunn stated she feels it would be best to include it in the whole packet, and Mr. Malinowski agreed.

Mr. Krauss stated he did not see anything in the document related to the cost of signage, and he assumes that the Township would bear all costs. Ms. Tierney stated she feels that would depend on what the signage is. Ms. Bunn stated she feels if someone wants to re-name a Park, and the Township agrees, she does not feel the Township should have to bear the cost. She stated if someone wants something re-named, they should have partial ownership in that. Mr. Krauss stated he does not believe that they have charged anyone in the past for those costs. He stated he was only asking because it is not included in the document. Ms. Bunn stated she does not believe anyone has come to the Township requesting this, and the Township had previously decided what something was going to be named. She stated the Garden of Reflection paid

for everything. Mr. Krauss stated he just wants there to be consistency. He stated if someone is going to be responsible for the cost of the signage, they should understand that when they put in their Application.

Ms. Tierney stated under Signage they could define who would bear the cost.

Mr. Malinowski stated he feels the Township should pay for the sign since it is a benefit for the whole Township.

Mr. Brody stated he feels this is something that would be put into the Application as to what their intention is. He stated if the Township agrees to the naming, the Township should pay for it. Ms. Bunn stated the whole Township would not be voting as this would not be put out to a vote. Mr. Brody stated he meant the Board of Supervisors. Mr. Brody stated he feels the Board of Supervisors would have the ability to decide. Ms. Bunn stated she feels if someone wants to re-name something, she does not feel that the Township should bear that cost. Mr. Brody stated he feels it should be a function of what they are applying for. He stated if you were applying to name it for yourself, you would have to pay for it. Mr. Malinowski stated it is a Township Park, and the Township should pay for it. Ms. Bunn stated someone could come in with a request to re-name all of the Parks, and the Township would then have to pay for new signs. She stated the purpose of this document is to tighten things up. Mr. Malinowski stated he does not feel a Park Board in the future would be irresponsible enough to let anything like that happen. Ms. Bunn stated she feels it should be written down so that there is nothing ambiguous. Mr. Malinowski stated he feels the Township should pay for it. Ms. Bunn stated she disagrees.

Mr. McCartney asked if they could state that it would be at the discretion of the Board of Supervisors as to how the signage would be paid for. Ms. Tierney stated they could do that, and she feels that it would be on a case-by-case basis. Ms. Bunn stated she would be in favor of that.

Mr. Brody asked if they are in favor of moving forward with this tonight. Mr. Wysocki stated he feels they should see the revised document first. Ms. Tierney stated she will bring this to the next meeting hopefully with the whole comprehensive document.

9/11 20<sup>TH</sup>ANNIVERSARY

Recommendation of Approval to the Board of Supervisors of the 9/11 20<sup>th</sup> Anniversary Remembrance Committee Duties and Expectations

Ms. Tierney stated at the end of last year the Board of Supervisors approved that she start putting together a Committee for the 9/11 20<sup>th</sup> Anniversary. She stated she felt it would be good to create a Duties and Expectations of what they would be looking for, how finances will work, how the Committee will be selected, etc. She stated she has provided that document to the Park & Recreation Board. She stated while they will be asking for Applications, she has been talking to some interested Parties who would like to be on the Committee. She stated she wanted to have this document so that it is clear what the expectations are, when the Committee will start, and when the Committee will be done.

Ms. Bunn moved and Mr. Brody seconded to recommend to the Board of Supervisors approval of the 9/11 20<sup>th</sup> Anniversary Remembrance Committee Duties and Expectations document.

Mr. Brody stated it seems that none of the process will go through the Park & Recreation Board, and he asked if that is correct. Ms. Tierney stated it is written that way; however, if the Park & Recreation Board members would prefer that it come to the Park Board first, she could change that wording. Mr. Brody stated he does see the benefit of leaving it as its own Committee but he wanted to point this out to the other Board members. Ms. Bunn stated she feels the Supervisors have a lot to do, and the Park Board could be the buffer between the Committee and the Board of Supervisors which is what she feels is the role of the Park Board.

Mr. Wysocki asked Mr. McCartney his opinion. Mr. McCartney stated he personally would like to see the Park & Recreation Board involved as they bring value.

Mr. Krauss stated the Park & Recreation Board only meets monthly, and he would not want the Park Board to be an impediment if they need to get things done. He stated he would want to make sure that the Park Board could provide timely decisions. Ms. Bunn stated they could call a special meeting if needed. Mr. Krauss stated someone from the Park & Recreation Board would be on the Sub-Committee; and that person could be responsible



for making sure to discuss with the Park Board whether any decisions need to be made. Mr. Krauss stated he does not want the Park Board to keep the Sub-Committee from moving forward.

Mr. Wysocki stated he feels the Board of Supervisors would appreciate a vetting by the Park & Recreation Board.

Mr. McCartney asked Ms. Tierney if she feels it would be advantageous to have the Park & Recreation Board provide input during the process.

Ms. Tierney stated her only concern is that there is only a year to put together the Event, and the Park Board only meets once a month. She added the Park Board also does not meet during the summer all the time. She stated if the Park Board members are willing to meet to help the Sub-Committee to move things forward, she feels that is fine.

Mr. McCartney stated he wanted to set a reasonable expectation for the Park & Recreation Board; and he wants to make sure they are in favor of this so that there is not a problem getting special meetings together if necessary so that the time limits can be met.

Mr. Krauss stated if everyone on the Park & Recreation Board is willing to make the commitment to meet if they have to, he would be in favor of this coming before the Park & Recreation Board as he feels they all have good opinions and can add value. He stated he just wants to make sure Park & Recreation Board members are committed to doing this work which may include meetings outside of their regular meetings.

Mr. Wysocki asked if there is anything that could take place over the course of the year that the Committee would get involved in, since it takes place at Memorial Park, that if the Park Board were not involved could come back to be a problem because the Park Board did not have insight into what was going on that they would have to deal with after the fact versus being proactive.

Ms. Tierney stated that was why she wanted to have a Park Board member on the voting Committee and that Park Board member would come back and report to the Park Board what is going on so that they would be in the loop. Ms. Tierney stated if the Committee is going to have to run things through the Park Board and then the Board of Supervisors for every decision, the Committee will have to plan accordingly.

Mr. Wysocki stated he is not suggesting that they change the decision-making process. He asked what would be the proposed process, and he asked if the Committee has to get approval from the Board of Supervisors; and Ms. Tierney agreed. Mr. Wysocki stated it would go to the Park Board first to endorse that before it goes to the Board of Supervisors, and Ms. Tierney agreed.

Mr. McCartney asked Mr. Krauss if he would be comfortable acting as the liaison on the Sub-Committee as the Chair of Park & Recreation. Mr. Krauss stated that would not change whether he was the Committee member or if it was another Park Board member as that would still be one vote. He stated he feels everyone on the Park Board has a good understanding of the situation, and it is just a matter of how they would communicate back to the Park Board if there are questions.

Ms. Bunn stated this is not that different from the Dog Park Committee, and every time a decision had to be made, it was not something that everyone had to formally vote on. She stated it could also be handled by e-mail so that the Park Board would have the opportunity to weigh in. She stated she does not feel that would be an impediment. She stated Ms. Tierney would also be there to provide guidance. She stated she feels this should come back to the Park Board so that the full Board is aware of things. Mr. Krauss stated they would not have to have a Special Meeting if the Park Board member who is sitting on the Committee asks the Park Board for input. Ms. Bunn stated she does not feel every item would require a vote, and it would be more input. Mr. Krauss stated he does not want to slow down the process and that the Park Board liaison would not be able to vote until they checked with the rest of the Park Board.

Mr. Wysocki stated the liaison would have the duty to report back to the Park & Rec Board to keep them updated; and if there were objections the Park & Rec Board would have a dialogue. He stated the onus for the communication would be on the liaison versus the Committee having the obligation. Mr. Wysocki stated they could include on the Park & Rec Agenda to have an update from the Sub-Committee so they would never be too far off from what was going on. Mr. Krauss stated that was similar with the Dog Park, and each meeting there was an update from the Committee. Mr. Wysocki stated he would like to see the Committee come to the Park & Recreation Board periodically as opposed to just having it all based on the liaison.

Ms. Tierney suggested that they the Committee report every meeting or every other meeting; and as we get closer to the date of the event, they would report more frequently. Mr. Krauss stated there are only ten meetings before the event; and he feels that beginning in January, they should come every meeting. Ms. Bunn agreed. Mr. Wysocki stated there is already precedent with the sports teams noting that Ms. Codispoti is here every month. Mr. Krauss stated it seems that Park & Rec would like to have the Committee come to their monthly meetings and give an update. He stated if there is something in the interim, the liaison could contact the Park & Rec Board members off-line; and if the Committee needs a Special Meeting because there is a big decision that needs to be made, the Park & Recreation Board will accommodate that with a Special Meeting.

Mr. Wysocki stated once Mr. McCartney advises the Board of Supervisors what they are proposing, if the Board of Supervisors indicates they do not want the Park Board involved in this way, they would not do so; however, he feels the Board of Supervisors would welcome their input. Mr. McCartney stated he will give the Board of Supervisors an update on this during Executive Session, and let the Park Board know what the Board of Supervisors would like them to do.

Mr. Blundi asked Mr. Tierney how she envisioned this working. He asked if the Committee would work to put together the program and be given a Budget, and Ms. Tierney agreed. Mr. Blundi asked if they would go to the Board of Supervisors in July and tell them what they had come up with or would they go to the Supervisors all along. Ms. Tierney stated throughout the process there would be different things that would have to be approved such as their marketing plan, how they plan on spending money, what the plan is for the events for the weekend, etc. She stated as they get closer to the date, it would be an update as to how they are doing with fundraising, etc.; and she feels approvals would happen earlier.

Ms. Bunn asked if they have talked to the original people who had family members pass away that day. She asked if they are planning on going to New York for that or are they planning on being in Lower Makefield.

Ms. Tierney stated everyone has different feelings about how they handle that week. Ms. Tierney stated she has talked to the family members that she talks to regularly to see if they want to be involved. She stated she will do a broader outreach to some of the other family members to see if they want

to be involved. Ms. Tierney stated generally speaking the people who are involved regularly would like to be involved again. Ms. Bunn asked if they are the people who will be in Lower Makefield or will they be at Ground Zero, and Ms. Tierney stated that is a question they would ask when people are applying. Ms. Tierney added that she would expect that a person who would be putting this event together would be around to help implement the event.

Mr. Brody asked if there is a way they could “meet in the middle” so that the Park & Recreation Board would be notified and provide feedback via e-mail. He stated if they feel it is necessary, they could have a meeting about something specific. He stated in this way the Park Board could be involved but not have it slow down the process. He stated they would have to make sure that they do not violate the Sunshine Act, and Ms. Tierney stated the Sunshine Act is the issue. Mr. Brody stated he felt the key with the Sunshine Act was not to make decisions.

Mr. Blundi stated he assumes the meetings would be televised as the Park & Recreation Board meetings are. Ms. Tierney stated that is true assuming there are still COVID issues; however, if they are meeting in person that would be different, and it would just be a public meeting. Ms. Tierney stated they do not know how the next year will go. Mr. Blundi stated he feels it would be cumbersome to add another layer. He asked if they could have two Park & Recreation Board members on the Committee which might give the rest of the Board a comfort level. Mr. Krauss stated he does not feel that changes anything as opposed to them coming through the whole Park & Recreation Board once a month to give an update. Mr. Blundi stated his concern is if they have to come to the Park & Recreation Board for approval that would be different from just an update.

Mr. Brody stated similar to the Park & Recreation Board meetings, there are times when a Board member or Ms. Tierney indicate that they feel Board of Supervisor approval is required. He stated he would trust the Park & Recreation Board Committee member and Ms. Tierney to decide what would need to come to the Park & Recreation Board. Mr. Brody stated he agrees with Mr. Blundi that he does not want this to be too cumbersome, and he feels there are things that the Committee could decide on without having to come to the Park & Recreation Board for feedback. He stated he would trust the liaison and Ms. Tierney to identify which decisions are big enough that the Park & Recreation Board should be included in. He stated he does feel they should be part of the Liaison Report at each meeting.

Mr. Wysocki asked Ms. Tierney if she envisioned the Park Board having approval rights since they are usually a recommending body. He stated he felt items that are being proposed by the Committee would be vetted by the Park & Recreation Board, and they could have discussions prior to it going to the Board of Supervisors. Ms. Tierney stated she feels that would be a good idea for big decisions like the Budget because that is part of the Park & Recreation Budget. She stated this would also be true for fundraising and other large decisions, and they could come to the Park Board first prior to them going before the Board of Supervisors. Mr. Wysocki stated at the very least the Park Board should get updates since there are issues that affect the broader facility. He stated he would rather have the Park Board be in the loop and not go directly to the Supervisors and have it create an issue that they have to deal with in a reactionary mode rather than a proactive mode. Mr. Krauss stated he feels that having a Park & Recreation Board member on the Sub-Committee would allow that type of issue to be addressed as the Sub-Committee meets prior to them coming to the Park & Recreation Board so that there is not a major issue.

Ms. Bunn moved and Mr. Brody seconded to recommend to the Board of Supervisors' approval of the 9/11 20<sup>th</sup> Anniversary Remembrance Committee Duties and Expectations with the change that the Sub-Committee present updates at each of the Park & Rec Board meetings on a monthly basis.

Mr. Blundi asked if they are asking that the whole Sub-Committee come or just a representative or the Chair. Mr. Krauss stated he feels that will depend on availability. Mr. Wysocki stated he does not feel they would require the whole Committee to come, and it would just be a representative.

Motion carried unanimously.

Nomination of Park & Recreation Board Member as a Liaison to the 9/11 20<sup>th</sup> Anniversary Remembrance Committee for Approval by the Board of Supervisors

Mr. Blundi nominated Mr. Brody. Mr. Brody stated he does not feel he would have the time to commit to this noting conflicts with the baseball season.

Mr. Wysocki nominated Ms. Bunn. Mr. Brody seconded and it was unanimously carried that Ms. Bunn would be the liaison.

## PLANNING &amp; ZONING

Recommendation to Approve Recreation Land for Prickett Preserve at Edgewood

Mr. James Majewski was present and stated Prickett Preserve has come in with their Land Development Plans. He stated they gave a presentation to the Planning Commission last evening. He stated the project is located on the western side of Stony Hill Road near the overpass from 295 where it meets Township Line Road. He stated the project has two components, one of which is a Commercial component with a Wegmans and a number of other buildings. He showed a slide which has those buildings to the left of the main entry road opposite the entrance to Shady Brook Farm. He stated on the right side is the Residential component. Mr. Majewski stated the Ordinance contemplates that all new developments that are creating new Residential units are required to either provide recreation land or to provide a Fee-In-Lieu of the recreation land so that the needs of the community are met for the new residents.

Mr. Majewski stated the Residential portion is approximately twelve acres in size. He stated the two hundred units that they are proposing would require almost ten acres of recreation land per the Ordinance, and obviously they cannot fit that on the site. He stated they are proposing some recreational amenities for the residents of the development which include a small clubhouse, a pool, and a small green area behind the pool. He stated the difference between the cost of that and the cost they would have to pay for recreation Fee-In-Lieu would go into the Park & Rec Capital Reserve Fund to improve our existing parks.

Mr. Majewski stated the question for the Park & Recreation Board is if they would like the Recreation Fee-In-Lieu of money or if they would like to see more recreation land proposed on the site.

Mr. Wysocki stated he would be in favor of Fee-In-Lieu.

Mr. Krauss noted the area behind the tree line that is between Stony Hill and Township Line Roads, and he asked if that space is available. He stated that space is between the three buildings on the bottom right. Mr. Majewski stated that is the stormwater management basin, and that area is not conducive to recreation land. Mr. Majewski reviewed what the detention basin was sized to handle. Mr. Krauss asked how much green space is available for the apartments and what could fit in that area. Mr. Majewski stated they had mentioned possibly having a small dog park for the community although that is currently not on the Plan. He stated there is

not a lot of land available without losing clusters of buildings. He stated if they were to lose clusters of buildings, the viability of the project would be drastically reduced and they need a certain number of units to support a club house and a pool and to make the whole community work. He added that the three Residential rental communities that we have in Lower Makefield are all somewhat comparable in size to this one. He noted Yardley Crossing, formerly known as Belmondo, is on River Road near Macclesfield Park and has 195 units. He stated the Edge, formerly known as Cornerstone, is off of Township Line Road near Big Oak and the Railroad and has 216 units. He stated Polo Run which is on Township Line Road past Yardley-Langhorne has 248 units. He stated all of them have small recreational areas. He stated at Yardley Crossing there is a small clubhouse and a pool. He stated at the Edge there is a clubhouse and a pool, and they also converted a tennis court to a hardscape area for picnics/BBQ as they found that was more in keeping with what the residents of that community desired. He stated at Polo Run there are tennis courts, a pool, and a clubhouse as well as a fenced-in area which is a small dog park.

Mr. Wysocki asked if the decision to be made is either to have some recreation or nothing and it would all be Fee-In-Lieu of recreation. Mr. Majewski stated it is not. He stated If the Park Board feels they should provide more recreation on site that is the recommendation they could make. He stated if the Park Board feels that they would rather see the Fee-In-Lieu money for anything that is above and beyond what the developer feels they need for their community, they could recommend that; and the Fee-In-Lieu money would go to improve our existing Township facilities or to create new facilities on land the Township currently owns.

Mr. Wysocki stated he feels that the residents should have some recreational space/green space, and the rest be Fee-In-Lieu since there are so many other things needed on Township Park properties that we have not been able to do.

Mr. Krauss stated he does not feel there should be a competing dog park which would not be beneficial to the Township since we have one. He stated he does understand that a number of newer apartment complexes do have small dog parks to accommodate their residents. He stated he would like to see money flowing back to the Township.

Ms. Bunn stated she previously worked for a developer, and she assumes that there will be an HOA. Mr. Majewski stated it will be a management company since it is contemplated to be all rental. Ms. Bunn stated it is sometimes best to leave the area green and give the money to the Township since in the future

if that community decides there is something they want to have, they could add it at their expense at a later time; and the Township would have the Fee-In-Lieu money. Mr. Majewski stated the developer for this project has stated that it is their desire to build the clubhouse and the pool at the apartment complex which will help them draw people who would rent in this community. Mr. Wysocki stated he feels we need to be conscious of putting in something that will require a lot of on-going expense. Ms. Bunn stated that would not be an expense for the Township, rather it would be an expense for the property owner. Mr. Blundi agreed that the expense would be for the management company.

Mr. McCartney stated the green space, pool, and the clubhouse would not be accessible to Township residents; and Mr. Majewski agreed that it would be for the sole benefit of the residents of the rental community. He stated if there would be a small dog park that would be just for those residents as well.

Ms. Bunn stated she felt that the pool and the clubhouse were a given, and they were just considering whether there should be something more provided in the green space. She understands that it would all just be for those residents.

Mr. McCartney stated the developer does want to maximize this space in order to get the highest possible rents.

Mr. Blundi stated the amount of space that they have dedicated does not come up to the 2,200 square feet per dwelling unit required, and Mr. Majewski agreed. Mr. Blundi stated there would therefore be a balance due that the developer would have to pay to the Township, or if they did not want to pay, they would have to come up with 2,200 square feet per dwelling unit to satisfy the Ordinance; and Mr. Majewski agreed. Mr. Blundi asked how much it would be if the Township took Fee-In-Lieu. Mr. Majewski stated if they were not to provide any recreational amenities, it would be \$900,000. He stated since they are providing the clubhouse and the pool, that would significantly reduce the \$900,000 although the Township would still get several hundred thousand dollars in Park & Rec Fee-In-Lieu of money if that is what the Township decides. Mr. Blundi stated he would be in favor of that given that the Township has such a need for more facilities. Mr. Majewski stated he feels the Township would want to take as much of the Fee as possible since the Township has land but has not had the money available to improve it; and this would help go toward completing some of our Parks that are not finished.

Ms. Bunn asked how much are they fulfilling with the club house and the pool, and Mr. Majewski stated he does not have the calculation yet for that.



Mr. Wysocki asked if the Board of Supervisors has already approved the Plan, and Mr. Majewski stated it is just in the early development stages. He stated they made a presentation to the Planning Commission last night. He stated they have review letters from Township Committees and consultants. He stated they will revise the Plans to address the comments. He stated he does not believe that anything significant came out of the Planning Commission meeting as far as making major changes to the project although the Planning Commission did make some comments and the developer was asked to address the comments from the consultants and the Committees. Mr. Majewski stated the developer will come back to the Planning Commission after they revise their Plans and their Plans are re-reviewed. He stated they will ask for a recommendation on the Plan from the Planning Commission, and it will then go to the Board of Supervisors for approval.

Mr. Wysocki asked what the land is Zoned. Mr. Majewski stated it is Zoned Office/Research which does not generate any Park & Rec Fee-In-Lieu of money; however, this also has a Mixed-Use Overlay Zoning, and in that Zoning it is a combination of Residential and Commercial.

Ms. Rock stated she understands that the green space shown would be for the apartment residents' use only, and by taking the Fee-In-Lieu that money could be used to develop something that the Township could use. Mr. Majewski stated if they were required to add more recreation space they could lose more apartments which would become less desirable; and they could develop more of that as Commercial with Residential over it which would result in losing almost all of the Fee-In-Lieu money.

Mr. Krauss stated based on the feedback, it seems that most of the Board is in favor of taking the Fee-In-Lieu and not recommending any additional park space.

Mr. Wysocki stated he feels we should "push back" to see if we could get them to maximize the Fee-In-Lieu by shrinking the recreational space so that it is still palatable for them but not necessarily at the level that it is currently at. Ms. Bunn stated she is not sure how much more they could reduce it. She stated all they are offering is a clubhouse and a pool. She stated without either one of those it would be harder for them to rent in this area. Mr. Wysocki stated they could have a smaller clubhouse and a smaller pool.

Mr. Blundi stated the way he reads the Ordinance, it is up to the developer to decide how much space they will have for recreation; and it is up to the developer whether they want to put the recreation facilities in or to pay a

Fee-In-Lieu. Mr. Majewski stated that is correct. He stated the Park Board does have input on what they are proposing, although the developer is in “the driver’s seat.” He stated what they are proposing is a hybrid and they are showing the minimum needed for their community.

Mr. Wysocki stated possibly they could advise the developer that they are supportive of this, but they would like to maximize the Fee-In-Lieu. Mr. Krauss stated he feels they probably want to maximize the amenities to their community. Mr. Wysocki asked if we were to advise the developer that our objective was to maximize the Fee-In-Lieu, would they still come back with the same proposal; and Mr. Majewski stated he believes they would. He added this is based on a similar community that the developer has done in New Britain, and they feel the sellable features are the clubhouse and the pool, and that they are the right size for this proposed community.

Mr. Wysocki asked what would happen if the developer/management company were to struggle filling the apartments and keeping everything in good shape. Mr. Majewski stated there will be documents on record with the Township as to how they have to operate and maintain everything in accordance with the Approved Plan. Mr. Wysocki asked if there are other communities like this in the Township now which have clubhouses and pools for their residents only, and Ms. Bunn stated there are all over the Township.

Mr. Brody stated it indicates that they are to provide 2,200 square feet of suitable recreation land per dwelling unit. He asked why the cost of the pool and the clubhouse would factor into how much they would owe the Township. He asked if it would not just be about the square foot area of the pool, clubhouse, and the green area. Mr. Majewski stated that is not the way it has historically been done when developers provided improved amenities, and those costs are offset from the Fee. He stated the recreation land would be if they were just solely providing land, and that is not their intention.

Mr. Wysocki stated the square footage of the dwelling units times the standard rate gives a max number; and if they spend something to upgrade the land within that area, they deduct it from the total number; and what is left is the Fee-In-Lieu. Mr. Majewski agreed.

Mr. Majewski noted the recently-approved Yardley Preserve project on Dobry Road which has seventy-six quad units; and as a result of that, the Township will net \$267,000 for the Park & Rec Fee after they subtract out the minimal

amount of amenities that they are doing there. He stated that money will be coming to the Township next year. He noted we also have the Marrasso town-house development, where the Township will be netting \$49,500 which should also be coming in next year. He stated next year should be a good year for the Park & Recreation Capital Reserve Fund.

Mr. Wysocki stated he assumes it would behoove them to make the clubhouse as nice as possible, and he asked what would happen if they decided to spend an extreme amount of money for items in the clubhouse such that there would be nothing left for Fee-In-Lieu. Mr. Majewski stated he does not feel that they would do that as that would not be practical. He stated he does not feel the management company or whoever is going to run this would want to have something that costs a lot to maintain, repair, or replace. He stated they would want something that is a decent size for the community to enjoy and provide amenities to the residents without “going overboard.”

Mr. Brody asked if there is a precedent for a clubhouse being considered recreational space; and Mr. Majewski stated there is, and he stated that is what the Township Community Center is classified as. Mr. Krauss stated he assumes the clubhouse will have a small gym in it, and Mr. Majewski stated that is typical.

Mr. Brody moved, Mr. Wysocki seconded and it was unanimously carried to recommend to the Board of Supervisors approval of the Recreation land for Prickett Preserve at Edgewood with the maximization of Fee-In-Lieu.

Mr. Krauss left the meeting at this time, and the meeting was turned over to Mr. Brody to Chair.

#### Recommendation to Approve Pennsylvania American Water Company Oxford Valley Road Booster Pump Station Plans

Mr. Majewski stated this project is behind the 90' ballfield at Caiola. He stated it is in front of the water tower. He stated currently there is an entrance drive coming off of Oxford Valley Road which cuts across Township property which was a mistake. He stated it then comes up to the water tower which is a fenced-in compound. He stated they are proposing to replace an existing below-ground booster pump station with an above-ground building which is basically a large shed. He stated they will re-align the driveway that currently cuts across

Township property, and will bring it all onto their own property. He stated they will also put in a few stone, turn-around areas so that the vehicles that service the facility can maneuver around.

Mr. Majewski stated at the Planning Commission they commented that they felt the entry drive was a little wide, and the Applicant agreed to reduce the width although they need to have enough turning radius to be able to maneuver trucks without the trucks going off the driveway. Mr. Majewski stated they will pave the road up to the bike path so that it is one piece of pavement, and from that point on it will be stone. Mr. Majewski stated where the driveway is drops off about 12' to 13' down into the ballfield. He stated the Water Company did grant the Township an Easement for construction in order to have slopes go onto their property somewhat so that we could fit the ballfield in a little bit better.

Mr. Majewski stated they will install a small stormwater management area near the property line which will involve the removal of some trees. He stated those trees will be replaced.

Mr. Majewski stated since this is adjacent to a Township facility, they wanted to get input from the Park & Recreation Board.

Mr. Wysocki stated the impact to the Township is that the Water Company is taking their driveway onto their own property, and Mr. Majewski agreed.

Mr. Brody asked how the tree removal will impact sight lines. He stated when they painted the water tower, they took down a lot of trees which opened that area up. He asked if the view will be opened up even more. Mr. Brody noted that the way the growth is at the current driveway, it serves as a shelter for the driveway; and he asked if they will be removing trees which are currently covering this "eyesore." Mr. Majewski stated they are cutting down some trees because they are required to add some additional stormwater management areas; however, with the reduction of the driveway width that was recommended by the Planning Commission which the Applicant has agreed to, hopefully they can shrink that. Mr. Majewski stated there are not a lot of trees that are coming down in that area. He stated they are required to replace those trees, and they could be planted in an area to be a buffer. Mr. Wysocki asked if the trees are on the Water Company's property or the Township's property, and Mr. Majewski stated they are on the Water Company property.

Mr. Blundi stated what the Water Company did at Creamery/Quarry Road looks very nice; and he stated if they did that here, it would obscure the water tower.

Mr. Wysocki asked if a Motion is necessary, and Mr. Majewski stated the Park Board could just indicate that they have no comments.

Mr. Wysocki asked that Mr. Majewski pass on Mr. Blundi's comments to the Planning Commission.

#### LIAISON REPORT

##### Motion to Approve Bullpens

Ms. Noelle Codispoti, PAA, stated they just completed their season, and she provided the User/Roster Report to Ms. Tierney. She stated registered in their system they had just over 1,000 participants from the start of the year to the end although 753 of those individuals who had been registered did not ultimately play because PAA had refunded the spring and fall season. She stated she feels 250 was a strong number for this year.

Ms. Codispoti stated they are getting ready to release Registration, and they will put up signs for 2021, and work through what they feel will work best not knowing what is going to happen in the future with regard to COVID.

Ms. Codispoti stated Ms. Tierney provided the Park Board with PAA's last minute request for approval of the bullpens. She stated they would like to add bullpens on the 50/70 and 60/90 fields at Caiola similar to the ones that were approved at Fred Allan last year. She stated at the current time at Caiola there is not space for the players to warm up other than down the first base and third base lines. She stated adding the bullpens on the outer side of the fence will alleviate some safety concerns that they have and provide a professional look to the complex.

Ms. Codispoti stated the Pennsbury High School Coach Joe Pesci has indicated he will provide the materials and build the bullpens on the 60/90 fields. She stated the PAA Coaches, led by Matt Curtin, will do the bullpens on the 50/70 fields.

Mr. Blundi moved and Mr. Malinowski seconded to approve the bullpens as proposed in the diagram.

Mr. Blundi asked if the cost will be borne by PAA, and Ms. Codispoti stated it will be for the 50/70 fields, and for the 60/90 fields it is a donation. Mr. Blundi asked how long it would take to do the work, and Ms. Codispoti stated they would like to do it this weekend if they get approval. She added that they are getting ready to do their field maintenance for the winter, and the bullpens would be done in conjunction with that.

Mr. Wysocki stated he assumes the bullpen would just be a mound, a plate, and a backstop; and Ms. Codispoti stated there is some fencing involved. She stated it would not be an eyesore, and it would be very similar to what was approved at Fred Allan and is being done in order to alleviate any safety concerns with the players being on the field to warm up. Ms. Codispoti reviewed how the bullpens would be accessed.

Ms. Bunn stated she the funds are not coming from Pennsbury High School, and Ms. Codispoti stated the funds are coming from Mr. Pesci and it does not involve School District funds.

Ms. Tierney asked what the surface will be in the bullpens. She also asked if they will be wide enough for a mower. Ms. Codispoti stated they will be grass and dirt. Ms. Tierney stated she is concerned about the additional maintenance that might be required, and she feels they should first consult with the staff as to how they will be able to maintain that area. Mr. Brody stated they need to make sure it is wide enough for the mowers so they could drive in from at least one side and then back out. He stated he agrees they should check with the staff. Ms. Codispoti stated with regard to the design, they are open to recommendations.

Ms. Tierney stated Mr. Majewski will also have to review the Plans to see if there are any other approvals necessary.

Motion carried unanimously.

## DIRECTOR'S REPORT

### 2021 Pool Opening Timeline, Expectations, and Community Engagement

Ms. Tierney stated she included in the Park Board's packet information on the Pool opening and the timeline for 2021. She stated this timeline shows what they normally go through in preparation for the year starting

in December which includes maintenance, administration, registration, marketing, and staffing. Ms. Tierney stated they are planning to do some things differently this year, and they would like to get the community involved with the opening and keep them informed. She stated they plan to do two surveys – one in January followed by an open forum information session to get feedback, and then a second survey in April with a second open forum/presentation. Ms. Tierney stated the reason she wanted to have the two open forums was because we do not know what the impact of COVID will be, and so there will be one forum in the winter to get an initial assessment as to how people are feeling, and the second one would be to get final feedback and for educational purposes.

Ms. Tierney stated they will do more marketing than normal for 2021 in order to provide education. Ms. Tierney stated it needs to be recognized that they do not know where COVID will be at the time of opening so she cannot provide the Park Board with any finite details as to what the Pool would look like.

Ms. Tierney stated she will put this information on the Township Website so the public can see what they have to do throughout the year.

Ms. Tierney stated she is also planning to do an open forum for the staff as well. She stated anyone interested in working at the Pool this summer could sign up for that.

Mr. Brody asked if there is any consideration being given to a Plan that would permit them to have a later start date so that they do not mirror last year. Ms. Tierney stated they still plan to open the Pool, and they did provide for this in the Budget in the event that there are shortfalls. Ms. Tierney stated they budgeted for a 20% shortfall. She stated she feels they will open in 2021 in some capacity, and they have made plans to do so. Mr. Brody stated he feels that would be a good message to promote.

Mr. Wysocki suggested an alternative way to show the activities required such as a list by start date. Ms. Tierney stated a number of activities go over date ranges. Mr. Wysocki stated he was looking for the information to be less confusing if it is going to be put on the Township Website. Ms. Tierney stated she will review the graphic to see if she can make some adjustments before it is put on the Website. She stated she may also send it to the Park Board for their input. She stated she wanted to show everything that has to be done to prepare for the Pool to be opened.

Other Business

Ms. Tierney stated Veterans Day went very well. She stated there was also a tree planting at Patterson Farm this week, and 100 volunteers helped plant 248 trees. She stated they are trying to plan 2021 as best they can.

Mr. Blundi asked about spotted lantern flies, and he asked if there is anything the Township can do to protect the trees in the Parks. Ms. Tierney stated there are so many trees it would be very expensive and difficult to fight them in that way. She stated if people see them on the trees in the Township Parks, they should scrape them off the trees. She stated she has had discussions about this with Mr. Hucklebridge, Mr. Majewski, and the Environmental Advisory Council; and the best thing to do is to “smash” them. Ms. Tierney added that she has talked to Directors from Montgomery County which had significant infestations, and there is not much that can be done. Ms. Tierney stated she feels Bucks County is just in the beginning stage of this infestation.

There being no further business, Mr. Wysocki moved Ms. Bunn seconded and it was unanimously carried to adjourn the meeting at 9:45 p.m.

Respectfully Submitted,

Michael Brody, Secretary