

TOWNSHIP OF LOWER MAKEFIELD
PARK & RECREATION BOARD
MINUTES – FEBRUARY 15, 2011

The regular meeting of the Park & Recreation Board of the Township of Lower Makefield was held in the Municipal Building on February 15, 2011. Chairman Fritchey called the meeting to order at 7:35 p.m.

Those present:

Park & Recreation Board: David Fritchey, Chairman
Henry Carpenter, Vice Chairman (left meeting in progress)
Patricia Bunn, Secretary
Dave Gordon, Member
Fran McDonald, Member
Andrew Newbon, Member
Dennis Wysocki, Member

Others: Donna Liney, Park & Recreation Director
James Majewski, Township Engineer
Matt Maloney, Supervisor Liaison

APPROVAL OF DECEMBER 2010 MINUTES

Mr. Wysocki moved, Mr. McDonald seconded and it was unanimously carried to approve the Minutes of December, 2010 as written.

REORGANIZATION

Mr. Gordon moved, Mr. Wysocki seconded and it was unanimously carried to approve the following for 2011 – David Fritchey – Chairman, Henry Carpenter – Vice Chairman, and Patricia Bunn - Secretary.

DISCUSSION OF COMMUNITY POOL ITEMS

Introduction of Pool Management for 2011

Ms. Liney stated a key component in the success of the Township Pool is the Pool management. She stated Lower Makefield is fortunate to have excellent staff at the Pool. Ms. Liney stated Janet Smith will be moving into the Manager position for 2011. She stated Janet is a resident of Lower Makefield and a retired Pennsbury School teacher. She organized the intramural swim program for middle school students in Pennsbury, as well as having over ten years of experience in the Council Rock aquatics program. Janet

has been an Assistant Manager for Lower Makefield, and has the required State licensing, WSI, CPR, First Aid and AED Certifications. Janet is familiar with the pool equipment and has a good relationship with the Pool staff.

Ms. Liney stated Joe Costello will be assuming the Assistant Pool Manager position at Lower Makefield. She stated Joe is the diving coach at the Pennsbury High School and is a resident of Lower Makefield as well.

Ms. Liney welcomed both and stated they are fortunate to have such expertise.

Ms. Smith stated they are looking forward to a positive year with the staff and patrons of the Pool. Mr. Costello stated he has owned and operated a landscape business for twenty-two years and has a great rapport with all his customers. He stated he is looking forward to stepping in.

Mr. Gordon asked Ms. Smith how many years she has been associated with the Lower Makefield Township Pool, and Ms. Smith stated two. She stated while she was not at the Pool when Mr. Sharp was there, she has known Mr. Sharp for many years since she was a Teacher at Pennsbury for thirty-five years and taught Sixth Grade at a number of different Schools in the Pennsbury School District.

Ms. Smith and Mr. Costello were welcomed by the Board.

Discussion of Pool Complex Accessibility

Mr. Majewski stated new regulations have gone into effect requiring accessibility to pools; and the key part of the regulation is that if you are not doing anything to the pools themselves, you do not have to provide for accessibility. However, once you start any renovation or alteration to any of the pools, the Department of Justice requires that you have a plan in place to start upgrading all of the pools. He stated the plan is to be in writing and is to be something that could reasonably be implemented within the budget constraints the Township may have.

Mr. Wysocki stated he assumes the Plan could be dynamic so that it could change every year, and Mr. Majewski agreed and stated they could update the written plan making sure that it is a reasonable plan so that it could stand up to a challenge.

Mr. McDonald asked if there is a specific time frame within which they must get all the pools done, and Mr. Majewski stated there is not. He stated the only guideline given was that it has to be “reasonable.” Mr. Majewski stated they suggested that one pool every two years would be reasonable. Mr. Majewski stated since 1994 there has been a requirement that any new pool should have ADA accessibility.

Mr. Majewski stated if the perimeter wall of the pool is greater than 300 feet in length which would be the Olympic pool and the lap pool, those would have to have two means of access. He stated the primary means of access must be through a ramp or a chair lift. He stated there are a number of options for the secondary means of access and just putting rails on steps would be considered an acceptable means of access for the secondary access. He also described other options including a transfer wall and steps which are up above the pool. Mr. Majewski stated for the smaller pools you need only one means of access, but that access must be a ramp or a lift.

Mr. Majewski stated Wallover Architects did several versions of a ramp for the Olympic pool which Mr. Majewski showed to the Board this evening. He described how the ramp would have to be installed in the lap pool so that it would not impact the lanes.

Mr. Costello stated College of New Jersey used a portable lift chair, and they can pull this out and put it off to the side when they hold Swim Meets. Mr. Majewski stated since this is public pool, he has been told that the portable lifts are “frowned upon” as the primary means of access. He stated the means of access is supposed to be available so that someone needing such access does not have to wait to have something set up. Ms. Smith stated it could be set up when the Pool is open for public swimming so that no one would have to ask for it, and they could then take it out for Swim Meets. Mr. Carpenter stated he understands that there have to be two means of access for the lap pool, one of which has to be a ramp or a chair lift. Mr. Majewski stated the steps in the lap pool would meet the requirements as the secondary means of access. He stated he is not sure that the steps in the Olympic pool are ADA compliant. He stated they could re-do those steps if they are not so that they are compliant.

Mr. Costello asked about the area where the diving boards are, and Mr. Majewski stated diving areas do not have to be ADA accessible.

Mr. McDonald asked if they have had discussion with the Township Disabled Persons Advisory Board about what they feel would be acceptable. Ms. Liney stated they are going to discuss this with that Board. Mr. Fritchey stated ultimately it would be what is acceptable to the Government as opposed to the people currently serving on the Disabled Persons Advisory Board.

There was discussion on various ways that ramps could be accommodated in the various pools. Mr. Majewski stated the requirement for a ramp is that the maximum percent is 8% slope. Ms. Bunn stated you can only go 30 feet before you have to have a landing to change direction. Ms. Bunn stated it is possible that the chair could be broken, and Mr. Gordon stated a ramp would be maintenance free. Ms. Bunn stated she does not feel it would be acceptable to have four ramps and no lifts since if the lifts were broken, it would make the pool inaccessible. She feels they should at least have one ramp so someone could get into a pool.

Mr. Majewski reminded the Board that when the plans prepared by Wallover went out to bid several years ago, they came in significantly over the budget estimate. He stated the plans were to make the tot pool completely accessible with zero depth access, and they also had plans to take the intermediate pool and put the ramp on the side away from the rear parking lot, bump it out, and put new concrete over the side to get around as well as expanding the pool out toward the fence since this is a very busy pool for parents.

Mr. Fritchey asked where they stand currently with regard to compliance, and Mr. Majewski stated currently none of the pools are compliant. He stated there are some other compliance issues as well. He stated the sidewalk in from the rear gate exceeds the 8% slope, the tot pool is not accessible at all because of the ramp coming up from the offices and the intermediate pool, and the ramp heading from the offices down to the diving board area is also greater than the permitted slope. He stated once you go above 5% you need a rail; and for every 2 ½ foot drop, you need to have a landing area. He noted a number of other sidewalks in the complex which are not in compliance. Mr. Fritchey stated it seems that there are a number of compliance issues that will cost a fair amount of money; and once they make the first improvement, they are committed to moving forward on a reasonably steady progression for these items. Ms. Bunn asked if they have to make every walkway accessible, and Mr. Majewski stated while they do not, there has to be a reasonable means of circulation throughout the Complex.

Mr. Fritchey asked if there is a deadline for when they must start working on this, and Mr. Majewski stated they do not unless they make some improvements or alterations. Ms. Liney stated if they were looking to do renovations by 2012, they would need to start the work in September of 2011 and it would have to be bid in May or June of this year.

Mr. Fritchey asked Mr. Majewski for an estimate to make the entire complex ADA compliant, and Mr. Majewski stated it would depend on what they decide to do. He stated if they were to have all chair lifts it could be a total cost of \$34,000. Mr. Carpenter stated he feels they were previously told there were other problems including leaking and problems with the liners. Mr. Maloney stated the \$34,000 would just be for the chair lifts and would not fix the grading issues or other issues Mr. Majewski has outlined. Mr. Maloney stated he would be interested in knowing the cost for ramps. Mr. Majewski noted the cost for a ramp would cost approximately \$50,000 including the extra decking and relocating light poles if necessary. He stated handrails would cost approximately \$1,000 to \$2,000. He stated the lifts cost approximately \$8,000 to \$12,000. Mr. Majewski estimated the total cost to be \$60,000.

Ms. Bunn asked the amount of the bid that came in last time, and Mr. Majewski stated he felt it was \$2 million. Mr. Maloney stated they could re-scope the project to include the accessibility items. Ms. Liney stated they would have to finance a bond, and

Mr. Maloney stated he feels they should include what was already bid out and a suggested addition of the other pieces. Mr. Gordon stated it could still be done over a few years, but they would have the funding in place.

Ms. Bunn asked if there is sufficient time to get this done in one season if they start in September, and Mr. Majewski stated he does feel there is sufficient time if they start after the Pool closes and then start again next year when the weather is warmer. He stated they have a problem with re-storing the grass. It was noted they could sod the areas impacted. There was discussion on how this was proposed to be phased in the past. Mr. McDonald stated he recalls Mr. Wallover had indicated that it would be difficult to have someone come in to do just the smaller pieces of the project. Mr. Majewski stated they may get better prices if they just bid the concrete.

Mr. Gordon asked if there have been complaints or inquiries with regard to accessibility at the Pool, and Ms. Liney stated she has not heard any. Ms. Smith stated she has not heard anything either. She stated there was an elderly woman who came last year in a wheelchair; and she would get out of the chair and sit on the steps, and she never complained about anything. She stated she is aware of a mother who gets her disabled son into the pool. Mr. Maloney stated people in those situations tend to find a way to make it work, but this does not mean that it is not something that they should address. It was noted that there may be people who are not coming to the pool because they know it is not accessible. Mr. Gordon stated there are also senior citizens who may not technically be disabled but who could still benefit from these improvements as well. Ms. Liney stated it could also help less confident children and pregnant women.

Ms. Liney stated she was not sure if they had to do this by 2012, and Mr. Majewski stated until they make major renovations, they have a grace period. Mr. Majewski stated there had been conflicting guidance in the regulations, and they did finally get information from the Department of Justice to find out exactly what is required.

Mr. Fritchey stated he feels the consensus of those present is that it would be better to undertake doing everything correctly and comprehensively. Mr. Gordon stated they have wanted to do renovations for years. Mr. Maloney stated this is not just a regulation issue, it is an accessibility issue; and he had not considered this previously when they were discussing renovations to the Pool.

Ms. Bunn stated if the Pool floats the Bond, it only effects Pool membership, and Ms. Liney agreed. Mr. Maloney stated a \$2 million bond would cost the Pool about \$120,000 a year. Mr. Fritchey asked about the Pool Budget and excess revenue. Ms. Liney stated the Budget is very tight. She stated if they re-do the formula for the transfer of funds to the Township, this could make a big difference.

Mr. Wysocki asked how long it would take to get Plans together to go out to bid, and Mr. Majewski stated there are plans to work with that they could review. He stated he has looked at this and found some area where they could generate cost savings. He stated they would then have to decide on the ramp configurations. Ms. Liney reviewed the items that had been included in the prior Plan. She stated it also included the splash pad which included a small pump station.

There was discussion about the cost for membership, and Ms. Liney stated the family membership is \$395 at the discount rate which ends in two weeks, after which it will be \$440 for a family membership. There was discussion on surrounding pool rates, and Ms. Liney stated these were included in the packet. Mr. Costello stated he feels they could double the cost, but others present were not in favor of this.

Mr. Wysocki asked if they could consider a chair lift to help accessibility in the interim if they are going to put this off for another year. Mr. Majewski stated purchasing this would not trigger the need to do the rest of the accessibility improvements immediately.

There was discussion on the gutter work, and whether this would trigger ADA compliance, and Mr. Majewski stated it would not. Ms. Liney reviewed some work that was done already and some additional repairs that will be done to address any leaks.

Mr. Majewski showed the proposed design for the ramps. He also showed the specs for two different kinds of gutter systems.

Mr. Carpenter left the meeting at this time.

Mr. Fritchey stated he and Mr. Maloney were discussing whether they should recommend to the Board of Supervisors moving forward with an improvement project and link it to the transfer. He stated approximately \$100,000 of Pool revenue per year is put into the General Fund of the Township; and this has been happening since 2008. He stated prior to 2008 the amount was not as large. Ms. Liney stated this amount had been increasing over the years for a number of years. Mr. Fritchey stated Mr. Maloney has advised that the cost of borrowing money is \$90,000 a year for \$1.5 million. Mr. Fritchey stated if the Pool generates a profit of \$40,000 a year which is generally what has occurred lately, and if the contribution to the General Fund were to be rolled back to levels prior to 2008, the contribution from the Pool could be sufficient to sustain a bond issue for \$1.5 million. Mr. Fritchey stated Mr. Maloney has indicated that it would be best to discuss the need for improvements to increase accessibility and other general improvements and have this referred to the Township engineer for a comprehensive re-working of the Pool. He stated he also feels they should comment that they feel that \$100,000 being put into the General Fund is excessive and should be scaled down. Mr. Fritchey stated he has been advised that the Golf Committee has made similar arguments on behalf of the Golf Course.

Mr. Maloney stated these are funds that all sit under the same governance umbrella, and the Board of Supervisors has a preference for moving money around to make sure that they do not have to raise taxes instead of allowing each entity to run on its own volition. He stated he has been involved with the Golf Committee, and there has been growing dissent about the notion of a transfer primarily because it operates very much as its own separate business. Mr. Maloney stated the Pool does this too to a considerable extent recognizing that some of Ms. Liney's time is spent on the Pool. Mr. Maloney stated he had brought this matter up a lot last year, and he feels there is a growing sense of a need for a comprehensive formula and structure to apply. Mr. Maloney stated he feels the Park & Recreation Board should argue against the transfer structure, and feels they should send a written request asking how the amount of the transfer is determined. Ms. Liney stated her time is already charged to the Pool in addition to the transfer.

Mr. McDonald moved and Mr. Newbon seconded to send a letter to the Board of Supervisors asking for the formula for the transfer and how the figure is determined.

Ms. Bunn stated she wants to make sure that it does not appear that they are "attacking" Mr. Fedorchak. It was noted that the Board of Supervisors makes the final decision on the transfer since it is the Board's Budget. Mr. McDonald stated it is a problem if the salaries are already being charged against the Pool, and then they also have to transfer an additional amount of money to the Township as it seems like the Pool is being charged twice.

Motion carried unanimously.

Discussion and Motion on Membership Definition

Ms. Liney stated that it has been suggested that the long-standing definition of "family" on the Pool forms be modified to more accurately reflect the reality of the Township's membership accommodations for the Pool, perhaps including the words "domestic partners residing at the same address on a permanent basis." Ms. Liney stated the Pool has a history of being inclusive to family members, and this modification will result in minimal impact on the total membership. Mr. Maloney stated there was also an incidence where a family had adopted a child from China and they did not have a birth certificate; however, Ms. Liney stated they would not have to have a birth certificate only proof of guardianship. She stated there are also other custody issues and these would all be included under "proof of guardianship."

Mr. McDonald moved, Ms. Bunn seconded and it was unanimously carried to amend the definition of Family to add "domestic partner" and "proof of legal guardianship."

UPDATE ON PENNSYLVANIA HORTICULTURAL SOCIETY TREE VITALIZE PROGRAM AND MOTION REGARDING LANDSCAPE PLAN FOR MEMORIAL PARK

Mr. Fritchey stated two weeks ago he received an email from the Environmental Advisory Council discussing their achievements during 2010 including planting trees at the Roelofs Softball Complex. Mr. Fritchey stated he responded back to the EAC congratulating them on their work and advising them that an arboretum concept is included for the Plan for Memorial Park where they hope to have 100 difference species of native trees, and asking if they were able to get additional free trees. Mr. Fritchey stated the EAC has responded that there is an organization connected to the Pennsylvania Horticultural Society that provides native trees for \$35 per tree, and you can get forty of these trees. Ms. Bunn stated they are bare root trees. Mr. Fritchey stated he, Ms. Bunn, and Mr. Bray were in favor of sugar maples; and they have put in an order for 37 sugar maples for slightly less than \$1,300. Ms. Bunn stated she did a calculation along the front of Memorial Park and determined 37 trees would be appropriate. Ms. Liney stated Ms. Bunn was kind enough to do the paperwork at the last minute for the Township as there was a time deadline.

Mr. Gordon asked where they will get the \$1,300; and Ms. Liney stated it is from the Budget for Memorial Park. Mr. Gordon asked who will do the planting, and Ms. Bunn stated she has been asking Ms. Liney if there were any projects her Girl Scout Troop could do to earn their service award, and the girls will be planting these trees. Ms. Bunn stated the girls will come to the next Park & Recreation Board meeting to discuss the project. She stated they have worked on similar projects in the past. Ms. Bunn stated her son's Boy Scout Troop will also donate some of their volunteer hours to help. Ms. Liney stated Ms. Bunn will mark out the area, and the Township will bring in a backhoe to dig the holes. They will plant the trees on April 9. Ms. Liney stated there is water available at the Community Gardens in Memorial Park. Ms. Bunn stated watering is part of their follow up work.

Mr. Fritchey stated they could do this on an annual basis as the EAC feels the program will continue so each year they should be able to get forty trees.

Mr. Fritchey stated there has been discussions about having a Landscape Plan for Memorial Park, and it was suggested that Ms. Bunn be asked to do this because of her qualifications. He stated they would plan specific locations for trees to be part of the arboretum by species so that there would be harmonious groupings in specific settings. He stated for species that would not be offered on the list of trees available from the State, people could buy them as memorials which was the concept for Memorial Park.

Ms. Liney stated it was felt that the EAC might do the Arboretum Planting Master Plan for Memorial Park, but Laura Brandt indicated she did not feel comfortable doing this, and she suggested Ms. Bunn since she was a landscape architect and had been involved with the Park from the beginning with Pennoni. Ms. Liney stated Mr. Majewski recommends this as well.

Mr. Newbon moved and Mr. McDonald seconded to have Ms. Bunn be the landscape architect for Memorial Park.

Ms. Liney stated Ms. Bunn wanted to make sure that this would not be a conflict. Mr. Fritchey stated Ms. Bunn would normally charge the going rate for this, and they want to make sure she would not be subject to criticism. It was noted that professional services do not have to be put out to bid. Ms. Bunn stated while she is not in a position to donate all of her time, she would make it economical as she understands the position the Township is in.

Mr. Gordon suggested that they have the Township solicitor provide an opinion on this, and it was agreed to have Mr. Truelove provide an opinion once Ms. Bunn determine what her fee would be.

Mr. Wysocki asked if there is a need for evergreens in the Park and asked if it would be proper to use some of the trees at Snipes. Ms. Bunn stated while they could use evergreens, those trees have not been maintained.

SUPERVISOR LIAISON REPORT

Mr. Maloney stated there had been discussion at the Board of Supervisors level about getting Grants from the State, and Mr. Santarsiero will report on the progress of this the first meeting in March. It was noted that there has been no further comment from Mr. Cruzan about his proposal for a Senior Center. Mr. Maloney reviewed the details of Mr. Cruzan's proposal as it relates to the Matrix property. Mr. McDonald noted the seniors who were present at the last Park & Recreation Board meeting indicated that location would not be desirable for a Township Senior Center. Mr. Maloney stated even if they get the State funds, they will still need an additional \$500,000 to \$1.5 million depending on the size of the Center. He stated a majority of the Supervisors needs to agree to proceed with this project. Mr. Maloney stated if the funds are received for the recreation portion, they will be able to begin work on the inclusive playground, the tennis courts renovations, and the Samost tract as proposed.

RECREATION DIRECTOR'S REPORT

Ms. Liney stated Park & Recreation is coordinating facility use applications for the spring. She stated as in years past, we continue to receive multiple use requests for the Township's resources. She stated the Township has 22 playing fields with 10 user groups looking for field space. She stated every request is considered and reviewed in accordance with Township guidelines, and the Township tries to accommodate as many requests as they can. She stated the Township will process over several hundred facility requests this year, working closely with the volunteer groups to service the needs of the community.

Ms. Liney stated restrooms and concession stands should be available for the community the end of March. The Township also continues with its recycle program in the park system.

Ms. Liney stated PAA has advised that Saturday April 2nd will be their Opening Day celebration.

Ms. Liney stated the Township will continue the enrollment of all Park & Recreation Board members in the PA Park & Recreation Society for 2011. She stated new this year information will be forwarded to the PRPS Membership online. She stated the Township will need to forward e-mail contact information to PRPS, so if there are Park Board members who do not wish to receive this via e-mail, she asked that she be advised. She stated the Township will also participate in the Bucks County Recreation Council this year.

Ms. Liney stated camps are being confirmed for 2011, and the summer camp schedule will be forwarded next month.

Ms. Liney stated the unusually harsh winter has made it difficult to stay on schedule with some planned projects. She stated they are optimistic they will be able to push forward with this work in the near future.

Ms. Liney reviewed the plans for PAA's Opening Day. Mr. Gordon asked about the indoor batting facility. Ms. Liney stated this is on the Board of Supervisors' Agenda for tomorrow evening to consider waiving the Land Development process for this project as well as the Veterans Monument. Once this is decided, Mr. Birkhead of PAA will bring in the Plans to Ms. Frick.

There was discussion about the Golf Course, and Mr. Maloney stated they have been doing a good job with the restaurant revenue.

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There being no further business, Mr. Gordon moved, Ms. Bunn seconded and it was unanimously carried to adjourn the meeting at 9:20 p.m.

Respectfully Submitted,

Patricia Bunn, Secretary