

TOWNSHIP OF LOWER MAKEFIELD
PARK & RECREATION BOARD
MINUTES - FEBRUARY 13, 2018

The regular meeting of the Park & Recreation Board of the Township of Lower Makefield was held in the Municipal Building on February 13, 2018. Mr. Gordon called the meeting to order at 7:30 p.m.

Those present:

Park & Recreation Board: David Gordon, Chairman
David Malinowski, Vice Chairman
Douglas Krauss, Secretary
Patricia Bunn, Member
Bryan McNamara, Member
Dennis Wysocki, Member

Others: Monica Tierney, Park & Recreation Director
Daniel Grenier, Supervisor Liaison

APPROVAL OF MINUTES

Mr. Malinowski moved, Mr. Krauss seconded and it was unanimously carried to approve the Minutes of January 9, 2018 as written.

BOY SCOUT PROPOSAL FOR WAR ON TERRORISM SIGN AT VETERANS PARK

Mr. Anthony Capetta, who was scheduled to attend this evening, was not present. The matter was Tabled.

QUILTERS GUILD PROPOSAL FOR USE OF THE COMMUNITY CENTER

Ms. Regina Apuzzo, 1185 Mt. Eyre Road, Washington Crossing, was present and stated she is President of Newtown Quilters Guild; and she would like to talk about the possibility of their Guild holding its meetings at the Community Center. She stated she understands information about their Guild was provided to the Board. She stated they are a 501C3 Corporation formed in 1989. She stated the purpose of the Guild is to support and promote the art of quilt making, to provide educational opportunities, and to reach out to those in need through their philanthropic work. She stated the geographic area where their members reside has grown over the years with members residing in Bucks, Philadelphia, and

Montgomery Counties in addition to New Jersey. She stated they have one hundred members, with the highest percentage of their membership residing in Lower Makefield Township.

Ms. Apuzzo stated they meet monthly on the third Tuesday, and their meetings are open to the public with the exception of two meetings; and they currently have some Membership openings. She stated their meetings generally consist of a program or lecture, a brief business meeting, and the opportunity for the members to show their work and to socialize. She stated they also offer workshops for their members and open them to the public when spaces are available.

Ms. Apuzzo stated philanthropy is a cornerstone for their Guild, and they are active in the community through their philanthropic work. She stated they have donated many quilts and other items to those in need. She stated information about their work has been included in the materials that were provided to the Board.

Ms. Apuzzo stated they have had discussions with Ms. Tierney, and that they feel this would be a good partnership. She stated in addition to the monthly meetings, the Guild could be a resource for educational opportunities, such as classes in quilt making and other arts and crafts. She stated they would also be interested in introducing quilting to a younger generation. She stated helping those in need in the community through their philanthropic work would be another important part of their relationship with the Township. She stated last year they attended Community Pride Day, and they would be happy to do so again. She stated at that event they could include their Crayon Quilts philanthropy project, which represent children helping children. They ask children to color squares of fabric which are sewn into small quilts which are donated to Police, Fire, or EMTs. When those personnel come upon a child in a crisis situation, they can give them a quilt to provide comfort. She stated this project could be an opportunity for Township residents to help their neighbors. She showed an example of one of the quilts.

Ms. Apuzzo stated their Guild would need assurance that they could meet at the facility for some time, and they are seeking a long-term Contract with the Township. She stated this would enable them to have continuity in their meeting calendar as they schedule their speakers and programs well in advance of their meetings. She stated they also have a Budget process that plans for their anticipated expenses and the impact on their treasury. She stated they are seeking a two-year Contractual commitment, and they have discussed more of those details with Ms. Tierney. She stated they feel this commitment would be mutually beneficial, and they hope that the Board will consider such a Contract for their Guild.

Mr. Wysocki stated he understands they meet in the evenings at 7:30, and Ms. Apuzzo agreed. Mr. Wysocki asked about the workshops, and Ms. Apuzzo stated their workshops are generally held during the day usually on the day of the meeting. The workshops run from 10:00 a.m. to 4:00 p.m. Their meeting that evening would not start until 7:30 p.m. She stated if they could meet at the Community Center, they would be able to meet a little earlier in the evening. She stated there are not workshops preceding every meeting. They are scattered throughout the year.

Mr. Krauss asked about the attendance at the workshops, and Ms. Apuzzo stated they usually take twenty to twenty-five people for the workshops. She stated most teachers that are brought in will only accept a certain number of students in their classes. Mr. Gordon asked if they charge for the workshops, and Ms. Apuzzo stated the charge depends on the teacher. She stated a Nationally-known teacher will be coming in next week, and the Fee for the attendees is \$55 plus a Kit Fee. She stated when they have members teach a workshop, those prices are a little bit lower. Mr. Gordon asked what percentage of the Fee goes to the teacher, and Ms. Apuzzo stated they try to make sure they can cover the teacher's cost to the Guild. Mr. Gordon asked if there is a yearly Membership Fee, and Ms. Apuzzo stated it is \$45; \$25 is the Membership dues and \$20 is the charge for the members to purchase raffle book tickets, as they have a raffle quilt every year.

Mr. Wysocki asked Ms. Tierney if this is an unusual request because it is for two years. Ms. Tierney stated Ms. Apuzzo is moving one hundred people so Ms. Tierney wanted to bring this to the Park & Rec Board to get their comments. Ms. Tierney stated they are willing to pay rental fees for the facility at the 501C3 rate. Ms. Tierney stated they would use at least half of the great room. She stated while a large percentage of their Membership are LMT residents, she wanted to make sure the Board agreed with this.

Mr. Gordon stated they may want to consider changing their name. Ms. Apuzzo stated she could provide information as to why they would not consider that. She stated their Guild does not do a lot of publicity. She stated when the Guild was formed in 1988 before they became a 501C3, it was just a group of women who met at each other's homes; and they found that they had quilting in common. She stated they outgrew their homes, and decided to become a Guild and at the time almost all of them lived in Newtown. She stated there are not a lot of Guilds in the area, and they started to grow; but that name is the tradition of the Guild.

Mr. Wysocki asked how many of the Guild members are Lower Makefield Township residents. Ms. Apuzzo stated she provided these numbers to Ms. Tierney, and she believes it was approximately 20% to 25% of the Guild and the percentage from Newtown are less than those who reside in Lower Makefield.

Mr. Krauss asked if the workshops are for advanced quilters, and Ms. Apuzzo stated they are not. She stated the prices they charge are very reasonable. Ms. Apuzzo stated they had a teacher last year who charged \$45 per person, and that same teacher taught at Quilt Odyssey in Hershey and for a full-day class she charged \$75 plus the kit. She stated if you go to a local quilt shop, you will pay more money than what the Guild is charging; and they are able to negotiate with their teachers better prices for the members and guests. She stated guests are charged a little bit more. She stated they could also offer classes to the community apart from the Guild meetings and Guild workshops.

Mr. Gordon asked why they are looking for a two-year commitment, and Ms. Apuzzo stated they do not usually move because it is very hard to find space. She stated even though they do not have one hundred people show up for every one of their meetings, they have to book space for a hundred people since you do not know how many will attend. She stated it is hard to find that space for the right price and being able to have it accessible since they have some people who rely on wheelchairs. She stated they heard about the Community Center which is a beautiful building, and they feel it would meet their needs.

Mr. Wysocki asked Ms. Tierney if this would be handled through the Permitting process as is done for everything else. Ms. Tierney stated she has created a Permitting process on line, and she would be able to issue them a Permit digitally. She stated the Park Permits are handled this way as well. Mr. Wysocki stated YMS has a ten-year Permit because of the condition related to the field, and he assumes in this case it is because they need the longer Permit for stability; and Ms. Apuzzo stated they do.

Ms. Bunn asked about User Fees, and Ms. Tierney stated she feels this is different since they are renting space once a month versus the Seniors who have permanent space at the facility. Ms. Bunn stated they are asking for permanent space for two years even though it is once a month. Ms. Tierney stated the Seniors have their equipment there.

Mr. Wysocki asked Ms. Apuzzo if she would need to leave anything at the Community Center; and Ms. Apuzzo stated they have a library, but they are finding people are not using the library any more because of on-line access. She stated she has asked their librarian to start paring the books down. She stated they do not have a brick and mortar office, and they just use the President's address. She stated they would not need an office there, and it would be a place for them to come together and meet. She stated they take everything back home when they leave including their sound system.

Mr. Wysocki asked Ms. Tierney if she sees anything that would be in conflict with the schedule. Ms. Tierney stated they are still in the early phase. She stated she is bringing anything that is a little unusual to the Park & Rec Board to get their opinion before they proceed. She stated she has other people contacting her who have expressed interest in using the facility.

Mr. Krauss stated this is something new to offer to the Township; and Ms. Tierney stated it is also open to the public, and they are accepting members. Mr. Krauss asked if there is a per meeting fee if someone comes in that is not a member; and Ms. Apuzzo stated the workshops are first come-first served, and they are offered to their members first. She stated if there are openings for the workshops, they would permit the public to come in. She stated the classes she discussed would be something they would do through the Township, and the residents could sign up to be taught. She stated their meetings are open to the public with the exception of two meetings. They charge a guest fee which is usually \$5, unless it is a high-end speaker, in which case they would charge a little more depending on the Board. Mr. Krauss asked how those are publicized; and Ms. Apuzzo stated they have a Website. She would be happy to work with Ms. Tierney if they were to meet at the Community Center, and information could be included in a Township Newsletter if one goes out to the residents. She stated this would be good for their Guild as well.

Mr. Gordon stated he feels this is the type of organization that they want to have use the Community Center. He stated the only hesitation he has is the two-year commitment because they are new and still figuring it out, although having a commitment from someone using it for two years is also a good thing. He stated he would be comfortable committing to a one-year Permit with the intent to commit to a second year provided, they assess the program a year from now to make sure that there are not other organizations seeking that space, and he does not anticipate that to be a problem. Ms. Tierney stated she feels they could re-visit this in a year to see how it is going. Mr. Gordon stated he feels it is highly likely that it will be for two years. Ms. Apuzzo stated she will have to discuss this with her Board.

Ms. Bunn stated she feels they could give them two years. She stated if someone wants that same time, they can offer them a different time than the third Tuesday. She stated she would be in favor of giving them the two-year Permit. Mr. Wysocki stated he would be comfortable either way. Mr. Krauss stated he would be comfortable with two years as did Mr. McNamara. Mr. Malinowski stated he would be comfortable with two years with the option that either side could cancel for a reason.

Mr. Wysocki asked if the Community Center is open to anyone outside of Lower Makefield or is there a minimum threshold of participation that is required. Ms. Tierney stated she feels that is yet to be determined. Mr. Wysocki stated for the sports it is 50%, and Ms. Tierney stated it is 80%. Mr. Wysocki stated if the Guild is located here, the workshops will encourage a lot of local involvement; and Ms. Apuzzo stated that is what they thought as well. Mr. Wysocki stated he feels their membership will increase in the number of Township residents.

Mr. Krauss stated this is something that they do not offer in the Township today, and it is non-sports related.

Ms. Tierney stated she assumes that the majority of the Board is comfortable with two years. Ms. Tierney stated there is a Contract process which she will work on with Ms. Apuzzo. Mr. Krauss stated he feels they should include in the Contract that over the two years there is a minimum number of classes that people could sign up for. Ms. Tierney stated they could ask members of the Guild if they would like to act as instructors, and Mr. Krauss agreed with that. Ms. Apuzzo stated she was thinking about that as well as they have very talented members who could teach beginners quilting.

Mr. Wysocki asked if there was any discussion about a User Fee or Rental based charge or a combination of both. Ms. Tierney stated they looked at the differences and it came back to the storage space as PAA and YMS have storage space and use the fields seven days a week. Ms. Tierney stated the Quilters group would pay the Rental Fee for the space holder and the space; and when they are not in the space, they will not pay the Rental Fee. She stated if they were to have a class, it would be different and they would do the 75/25 split. Mr. Gordon stated the Rental Fee will justify the amount of space that they take, and Ms. Tierney agreed.

Mr. Grenier stated since it would be twenty to twenty-five people for the workshops compared to one hundred, would they be flexible in the size of the space they need in case there is a conflict with the big room, and could they fit in one of the smaller rooms. Ms. Apuzzo stated Classroom 2 would be very adequate for the twenty to twenty-five people attending, and they would not need the great room to do a workshop. She added that if they were going to offer classes separately for the Township residents, Classroom 2 would work for that as well. She stated if you add more than twenty to twenty-five people it can get “out of hand” if there are too many people you are trying to teach. She stated they want each person to get a little one-on-one attention.

Ms. Apuzzo stated the decision to move is a Member decision; and now that she has the information, she feels comfortable giving the details to the Membership to take a vote.

PAA BACK STOP AND DUGOUT WRAPS

Mr. Greg Webber, Vice Commissioner of Baseball for PAA, and Mr. Michael Gabbett, Director of Fundraising, were present. Mr. Webber stated they would like to discuss a fundraising issue involving back stop wraps. He stated these are screen wraps that go around the back stop and are primarily a safety issue to make sure that there are no distractions. He stated when they looked into doing this, they also had the opportunity to use those as fundraising spaces much like they do with the banners in the outfield, and there has been a lot of interest from people for the back stops and the dugouts if they were able to do that. He stated they already have commitments from sponsors that will do this if they are given permission. Mr. Webber stated it will help offset the cost of providing the back stop wraps which are between \$500 and \$700 a piece and will help offset some other cost structures since they have fundraising goals every year to pay their bills.

Mr. Wysocki asked which fields they are talking about, and Mr. Webber stated at Stoddart it would primarily be Field #1. He stated the middle field which is Stoddart #2 has a structure built behind it; and while they would still look at a backstop wrap, it would not be an advertising wrap. He stated Field #3 abuts the woods, so he is not sure anyone would be interested in advertising there. He stated they may do one on the dugouts of Fields #1, #2, or #3 which would be a smaller scale. Mr. Gordon asked about Caiola and Macclesfield; and Mr. Webber stated at Caiola the back stops wraps would face the woods so he does not feel there would be interest in advertising there. Mr. Wysocki stated this would be advertising that is on the back side of the back stops, and Mr. Webber agreed. Mr. Wysocki stated you would not be able to see through them; however, Mr. Webber stated you can see through them but it is “muddled out.” Mr. Gabbett stated it is not a thick, plastic banner; and it is more like a mesh wind screen. Mr. Wysocki asked what is on them now at Stoddart fields, and Mr. Webber stated there is nothing. Mr. Wysocki asked if they are worried that people who usually watch the game from there are not going to be able to see the game, and Mr. Gabbett stated they do not really want people standing back there. Ms. Bunn stated they do not want them behind home plate. Mr. Webber stated at Field #2 they have to stop the game so that they can get a “little brother or sister” away from that area, and the hope is that this would be an impetus to keep people away from this area and allow the players to focus.

Ms. Bunn asked if it will be one advertisement per wrap, and Mr. Gabbett agreed.

Mr. Gordon asked about Macclesfield, and Mr. Gabbett stated there would be one on Mac B. Mr. Webber stated Mac A has a structure similar to what Field #2 has at Stoddart. Mr. Gabbett stated they are trying for Mac H; and there are a few who would possibly be interested, but it is expensive.

Mr. Krauss asked about the softball fields, and Mr. Gabbett stated the middle field is the one they are trying to sell. Mr. Krauss asked if they will still put the wraps on the other fields; and Mr. Webber stated they want to do them all, but it is a matter of the cost. Mr. Webber stated every year they do Capital improvements; and they did the sheds two years ago and the batting cages last year. He stated this year they have earmarked another set of batting cages at the softball complex; and if they can pay for all of the back stops, they want to do all of them, but part of that is how much fundraising they are able to do.

Mr. Gordon asked about the term for the wraps, and Mr. Gabbett stated it would be for two years because they cost five hundred to seven hundred dollars.

Mr. Krauss asked about the color, and Mr. Gabbett stated the back stops would be dark green or black.

Mr. Gordon asked if it would generally be local businesses, and Mr. Webber agreed. Mr. Webber stated it would be the same as they do with the outfield signs, and it is usually local businesses although it can be National businesses such as ShopRite or Dick's Sporting Goods, but they are from the community; and they would be appropriate businesses.

Mr. Wysocki asked about political advertising; and Mr. Gordon stated they have talked about it, and he remembers that Steve Santarsiero did it. Mr. Webber stated across multiple sports political people do sponsor teams, but they generally do not get banners or things that are long term.

All Park & Recreation Board members were in favor of the proposal.

Mr. Webber stated they are wrapping up their Registration, and it will close officially on February 13 although T-Ball and Senior Babe Ruth will go beyond that. He stated they are at almost five hundred in baseball and two hundred in softball. He stated they are seeing continued growth at the younger ages on the baseball side. He stated for the seven year olds, they will have two Travel Teams this year so there will be multiple Travels Teams at ages seven, ten, and eleven. He reviewed their successes last year with State Championships in Baseball and Softball. He stated he feels they have done a good job with the fields coordinating with the Township. He stated they are also adding to the Capital improvements. He stated they are working with some Boy Scouts on some projects. He stated they are in the process of finishing the conversion plan for the two 50/70 foot fields, and they will do the mound conversions and the bases in the spring. He stated this will help with the Travel Teams and the in-house overflow.

Mr. Wysocki asked if the Park & Recreation Board needs to make a recommendation on the back stops and dugout wraps. Ms. Bunn stated it has been up to the Park & Recreation Board in the past.

Mr. Grenier stated he cannot picture what they are proposing. Mr. McNamara stated they have them at the soccer fields. Mr. Webber stated they have had backstop wraps in the past although they were not sponsored wraps; but they deteriorate over time, and they were not replaced. Mr. Webber stated the sponsorship idea provides the ability to have new wraps.

MOTHER'S DAY TEA PROPOSAL

Ms. Beverly Sce, 701 W. Melissa Circle, was present; and she stated she met with Ms. Tierney over the past few weeks. She stated her proposal was provided in the Board's packet, and it highlights the activity she is proposing which is a Mother's Day tea called "A Celebration of Moms and the Special Ladies in Our Life." She stated this would take place on Saturday, May 5 at the Lower Makefield Township Community Center. She stated this date was chosen because on Mother's Day weekend there is a soccer tournament.

Ms. Sce stated the proposal provided shows a comprehensive overview of the activity. She stated it is an opportunity to bring women of all ages together to celebrate, enjoy Tea Party foods, and to share special inspirational Mom moments. She stated it is a "feel-good" activity to help make many women remember the tea parties they may have enjoyed as children. It is an opportunity to connect with neighbors and friends both new and old. She stated for the Township it will be a revenue-producing activity and it will put the Township in a favorable light.

Mr. Wysocki asked if there is a sponsoring group, and Ms. Sce stated she will be doing it. She noted that she is the owner of the Life Empowerment Institute which is an LLC, and for ten years she developed and implemented a women's ministry of faith and fellowship that took place in New Jersey. She has also been a speaker at various retreats for women, and in Lower Makefield Township she was invited by one of the local churches to be an inspirational speaker for their women's tea. She stated this tea she is proposing builds upon ideas from what she has done professionally. She stated she is the Director of Oral Health for the State of New Jersey and also teaches at Rutgers' School of Dental Medicine and Community Health. She stated as part of that work, she goes to schools all across New Jersey working with groups of children, Moms, Grandmothers, and people who touch children's lives; and she highlights things that are important across the lifespan. Ms. Sce stated she felt this Tea would be very worthwhile and a positive activity to bring women together.

Ms. Tierney stated she would need the entire great room; and while there is some early morning programming that day, they should be out in time for her to set up.

Mr. Krauss asked how it will be publicized; and Ms. Sce stated she will publicize it through the newsletter and through Lower Makefield Township, and she will also do promotion through flyers and word of mouth. Mr. Krauss asked the Fee; and Ms. Sce stated it is approximately \$25 per person, but that is in the developmental phase so she can cover the cost of food, favors, decorations, and take-home items. Ms. Tierney stated this would be a 75/25 split. Mr. Krauss asked if there is an on-line sign up, and Ms. Tierney stated that will be available.

Ms. Sce stated depending on the size of the room, events of this nature could bring in one hundred people. She stated it is only limited by the space available. Ms. Tierney stated with the large tables, she feels they can accommodate one hundred people.

Mr. Gordon asked if there is a religious component to this, and Ms. Sce stated there is not.

Mr. Wysocki asked if this is being done as a rental of the space or being done on behalf of the Township; and Ms. Tierney stated Ms. Sce is going to teach some writing classes at the Community Center which would be similar to other classes offered. Ms. Tierney stated this particular activity Ms. Sce is proposing is unique because she is running an event, and that is why she brought it to the Board. She stated since Ms. Sce came to them, they have had some other individuals make contact indicating they would like to run events as well. Ms. Tierney stated she feels this is something new that they have not had in the Township.

Mr. Krauss asked Ms. Sce if she has done this before; and Ms. Sce stated she has done women's events in the past.

Mr. Wysocki asked if Ms. Sce will be renting the space or doing this on behalf of the Township; and Ms. Tierney stated she will be renting the space, and the Township will get 25% of the revenue for using the space.

Mr. Grenier asked Ms. Sce if she has looked at the facility; and Ms. Sce stated she had a tour of the facility, and she feels it is lovely and this event will put it to good use. Mr. Grenier stated he wanted to make sure she has what she needs to serve food and tea, and Ms. Sce stated there will be a caterer who would be hired and will bring in the food and beverages. Ms. Tierney stated they would have to have the proper catering license for travel. Ms. Sce stated she has used caterers in the past.

Mr. McNamara asked if the “special memories” are geared toward those who have lost their mothers, and Ms. Sce that would be up to the individual and it would be their option if they choose to share or not. She stated this is not a long program; and within that time, there is an opportunity for food, a welcome, and an opportunity for people to share their thoughts. She stated as the facilitator she would share a memory of her own Mother. She stated games are also proposed with prizes.

Ms. Bunn asked if this is just for women; and Ms. Sce stated it is geared to women and their daughters, and that is how it is being advertised. Ms. Tierney stated Ms. Sce had mentioned potentially doing other events in the future such as a Father’s Day event, but they wanted to start with this. Ms. Sce stated she felt this was a good starting point, and she has no reason to believe that it will not be successful; and if it is, she would propose doing something for Father’s Day with speakers giving inspirational messages, and it would be geared toward fathers and sons.

This proposal was acceptable to the Park & Recreation Board.

BENCH DONATION PROGRAM

Ms. Veronica Giles stated she is the new Park & Recreation Intern. She stated she is a Senior at Temple University. She stated she provided a copy of the presentation to the Board in their packet. She stated the purpose of the program is to update and improve the benches that are already in the Parks and also add to them; and to allow community members to dedicate something lasting in memory of a loved one or a community group to sponsor and support the Township.

Ms. Giles stated after doing research she found the most efficient product would be the DuMor Bench 88 which is a recycled plastic bench which would not require too much maintenance and would be long lasting. She stated the bench has four possible installation options depending on the surface they would be installed in. She stated she spoke with the Township maintenance crew, and they are very familiar with these options.

Mr. Krauss asked if this particular bench is used anywhere in the Township now, and Ms. Giles stated she does not believe so. Ms. Tierney stated there are some that are similar; however, there is nothing really consistent throughout the Parks. Ms. Giles stated the goal of the project is to have unison across the Parks.

Photographs of the proposed bench were shown, one of which is longer and has three supports compared to the shorter bench with the two-support option.

Ms. Giles stated she is proposing different levels of donations. She stated one option would be a four foot long bench with two supports weighing 170 pounds, and the costs shown include the engraved plaque, installation, and labor costs. She stated she has pricing for a five bench order and a one bench order.

Mr. Wysocki asked if the plaques would go on the bench or on the concrete next to the bench, and Ms. Giles stated it would be on the bench. Mr. McNamara stated some pictures show the engraving into the bench itself; and Ms. Giles stated she researched programs that other Park & Recreation Departments have used, and that was one that was used in Warminster and it uses a different bench than what she is proposing. Ms. Giles stated in discussions with Ms. Tierney and doing some research, she felt it was a nicer look to have the engraved plaque rather than engraved writing inside the bench. Mr. McNamara asked how much it would cost to have it engraved in the bench; and Ms. Giles stated for the bench she is proposing, they do not offer that.

Mr. Grenier asked how many benches they need, and Ms. Giles stated there is not necessarily a need for benches; however, some have expressed interest looking to donate benches.

Mr. McNamara asked if there are currently benches in the Parks, and Ms. Tierney stated there are a few donated benches. She stated when she started working for the Township, there was a bench being installed for a family; and since then she has had three or four more requests. She felt that if they were going to be doing this, there needed to be consistency as to what product they are offering.

Mr. Krauss asked if they have decided where they should be putting benches, and Ms. Giles stated upon approval she was going to do an inventory at each location so that they do not max out at any location. She stated she would indicate the potential for benches at each Park; and once they reach that number at a specific Park, they would not accept any more donations for that area.

Ms. Bunn stated she feels those donating a bench would probably like to be able to indicate where they would like the bench to be. Mr. Grenier stated they may want to have the engineer provide input as well so that as they lay out Parks and update Plans, they could integrate this into it as well. Ms. Bunn stated she would prefer to have the benches put in afterwards since they may find later that where a bench was installed was not the best location.

Ms. Tierney stated in Warwick Township they have the family propose a location. Mr. Gordon stated it could be subject to the Township's approval and they would know when it is appropriate to involve the engineer. Mr. Wysocki asked if they are proposing that there be a plan for benches at certain locations; and if a family came

in that wanted to have a bench at a different location, that would have to come in for Township approval. Ms. Tierney stated they could do it that way. Ms. Tierney stated she feels the biggest item is consistency; and now that they have these requests, they should use the same bench.

Mr. Grenier stated what is being proposed is a premade product from a company, and he asked if they considered talking to the Tech School to see if they could make something like this. Ms. Tierney stated she had consulted with the Tech School for the back space of the Community Center, and they were not ready. Ms. Tierney stated she does not feel there would be consistency if they used the Tech School. Ms. Bunn asked if the Tech School works with recycled plastic, and Ms. Tierney stated she is not sure. Ms. Bunn stated she feels the Tech School just deals with wood. Ms. Tierney agreed to contact the Tech School to see if they use recycled plastic. Mr. Grenier also asked that they consider if there is a way to involve the Eagle Scouts in the project.

Mr. Krauss asked if they looked at benches with arms, and Ms. Giles stated there is an option to add armrests.

Mr. Gordon stated the Park & Recreation Board generally supports the idea. Ms. Bunn stated she is in favor of an inventory being done of what they have and where the needs are per site. Ms. Tierney agreed to present more information as they go forward. Mr. Gordon stated he feels it would be a good idea to meet with Mr. Majewski or someone from engineering to get ideas as to practical places for benches; and then put in the program that if someone is requesting a certain designated place other than in the program, it would be subject to Ms. Tierney's approval and the Township engineer if necessary. Mr. Krauss stated if locations are found where benches are needed, the benches could be put in, and the donation part could come post the installation. Ms. Tierney stated there are other Townships that do an existing bench program with a smaller donation so that if there is an existing bench, they could put a plaque on. Ms. Giles stated she also has that price listed; and she got quotes from FastSigns which has already done a plaque for one of the Township benches, and it came out very nice. She stated that cost would be \$36.

UPDATE ON THE GRAND OPENING OF THE COMMUNITY CENTER

Ms. Tierney stated March 10 will be the Grand Opening of the Community Center. She showed the flyer which was created with one of the potential logos on the bottom to show what it would look like. She stated they will do the Grand Opening as a mini Community Pride Day. She stated the ribbon cutting will be at 10:00 a.m.

She stated there will be youth and Senior activities, and they will do demonstrations of some of the classes they plan to offer. She stated there will also be sign-ups for classes as well as activities for children. She stated they want to showcase the potential of the Community Center. She stated she is open to suggestions and recommendations.

Ms. Tierney stated there was concern about making reservations, and they are taking this slowly. She stated they started with the Seniors, and they have worked at making sure they are in the right space. She stated there were also some issues with some of the finishings of the construction. She stated after the Grand Opening they will start providing some of the Classes to make sure it is done right. She stated they want to make sure the facility is used as much as possible. She stated they will then start doing more local reservations and take request for private parties which could fill in the available space. Ms. Tierney stated the requests to use the Community Center have been overwhelming, and she wants to make sure that they are not overdoing things.

Ms. Tierney stated they started a Classes and Programs Guide and last month she had shown the Park & Recreation Board a sample of what other Townships are doing. She stated she now has a Guide and after tonight she will add in some additional classes and programs. She stated there are still some people who have not fully committed to their Classes yet, and she is waiting on them; and she will then put the Guide out to the public however she can so she can get people to sign up for classes. Ms. Tierney stated some of the classes are already live including yoga and water color painting, and you are already able to register on line. She stated Super Soccer Stars should be live within the next week. Ms. Tierney stated to be added is jewelry making, Ms. Sce's class for writing, and some other programs that were presented this evening. She stated there is someone interested in doing a music camp during the summer and cooking camp for kids in the summer. She stated this is an opportunity to bring in some different community programming that we have never had before.

Mr. Krauss asked if these are being publicized, and Ms. Tierney stated they are not since she just put them on last week for registration. She stated she can provide the Park Board with the link for registration.

Mr. Krauss asked Ms. Tierney if she has reached out about the Grand Opening to the Artists of Yardley, the sports groups, Golf Course, and Five Mile Woods so that they can publicize them as well. Ms. Tierney stated she did that on a limited basis, but she wanted to talk to the Park & Recreation Board before she started pushing this. Ms. Tierney stated they would like to get as many people involved with the Grand Opening as they can, and any organization in the Township that wants to be part of it would be welcome.

Ms. Tierney stated if there are any dignitaries or someone who had been involved in the project that she might not know, she asked that they send her their names so they can make sure that they have the right people at the ribbon cutting.

Mr. Grenier asked Ms. Tierney if she is okay at the Community Center as he knows she had issues with the phone lines and the Wi-Fi. Ms. Tierney stated that was another reason for the delay as she does not have access to the Township Network so accessing files has been a challenge. She stated she also did not have phone lines for a few weeks, and she was operating off of her cell phone for a little while. Mr. Grenier asked how many days in a week are events scheduled other than the Seniors. Ms. Tierney stated they have scheduled or potentially scheduled most Mondays through Saturdays, and there are also some requests for Sunday although there are not commitments for those yet. She stated this Saturday, they have three programs running in the Community Center, and she was also there on Sunday evening for a meeting. She stated this is all before starting the Classes. She stated it has been very labor intensive.

Mr. Grenier asked if the flyer is something she could send in a PDF so it could be put on social media; and Ms. Tierney stated she could do that, and she just wanted to make sure everyone was happy with the logo and the look before she sent it out.

LOGO APPROVAL

Ms. Tierney showed two logo options. The logo shown on the Grand Opening flyer was acceptable to the Park & Recreation Board members. Mr. Grenier asked Ms. Tierney to present this to the Board of Supervisors at their next meeting. Ms. Tierney asked if she could send out the flyer before that time, and Mr. Grenier stated he feels that would be fine. Ms. Tierney agreed to send it to the Board on a PDF and asked that they put it out to the community.

Ms. Karen Shaffer, 10 Manor Lane North, stated she feels they are doing a great job moving forward with the Community Center. She asked other than the Township Website, where it is difficult to find things on, will the Community Center be advertised anywhere specifically on its own such as a Facebook page where residents can go and find out what is going on and updates so they do not have to wait for a Township Website update. Ms. Tierney stated putting her Newsletter on the Township Website is a potential future project, and that is up for discussion. Ms. Shaffer stated she has a hard time finding some things on the Township Website so it would be good if there was Facebook page.

Ms. Bunn stated she does not feel they should have a Facebook page since not everyone uses Facebook. Ms. Shaffer stated she was not saying it should be exclusively Facebook. Ms. Bunn stated she feels it would be hard to maintain updating both the Township Website and Facebook, and she feels there should be one central location. Ms. Shaffer asked if they will rely on the “LMT is a Great Place to Live Page,” and Ms. Bunn stated she does not feel they should since that is not a Township page. Ms. Bunn stated someone may want to post something on there, but that is not the Township’s official way to get information out. It will officially be mainly on the Township Website. Mr. Grenier stated Ms. Tierney will do an excellent job keeping it up to date, and they will make it easier to find things. Ms. Shaffer stated she feels it is more interactive on Facebook; and if you have questions, you would have to e-mail the Township.

Mr. Gordon stated they are looking to get to a point where people will be able to sign up for classes on line; and Ms. Tierney agreed adding they have tried with what they have to make the Park & Rec website a little bit more navigable, and she feels they can make it even more user-friendly.

Mr. Grenier stated he understands that Ms. Shaffer knows the Lower Makefield is a Great Place to Live Facebook page very well, and he feels he and several others on the Park & Rec Board will be very willing to post items on that Website. Ms. Shaffer stated she is one of the Admins, and she knows that it is interactive and you can get information from others on the site. Ms. Bunn stated while she feels they could post on it, she does not feel it should be the main place to get out information. Ms. Shaffer stated she was not saying it should be the main place of communication, but it could be in addition to the Website as the Website is not user friendly if Ms. Tierney is not available to post immediate updates. Ms. Bunn stated she does not feel many nice comments are made on the Lower Makefield is a Great Place to Live Facebook page.

Ms. Tierney stated she would have to post from her personal Facebook page on that site, and she would prefer not to do that. Mr. Grenier stated he would be more than happy to do it.

Ms. Kristin Tyler, Supervisor, stated there is an opportunity here with people signing up for classes and requesting information about the Community Center. She stated one of the things that the Township lacked, other than for the Pool Membership, was a manner in which to contact the residents by e-mail; and there should be an option for residents to request notification from the Community

Center, and the list of classes, etc. could be sent out through an e-mail blast. Ms. Tierney stated they can do that; and as more people sign up for Community Pass the Township will gather their information.

Ms. Shaffer stated with the Quilters Guild there are people coming from all over Bucks County, and they would not be on the Lower Makefield Township blast, but if they had a question she feels people would look for a Facebook page asking for directions or if the Community Center was handicap accessible. Ms. Tierney stated even if they had a Facebook page, she does not feel they would be accessible all the time. Mr. Grenier stated he agrees the Township Website was historically in need of improvement, and he feels it has improved greatly and it will continue to improve. He stated he feels there will be a lot less of a delay in the interaction. He stated he feels for an emergency-type issue there will be a contact person for each of the events going on so if there is an issue that individual will probably have a class list and can blast those people who are interested. He stated it will be on the Website, and he feels many other people will post on Facebook, Twitter, etc. to get the word out.

Ms. Bunn asked how Lower Makefield captures information now since during emergencies she does get text messages. Ms. Tyler stated that is a County-wide program which the residents should sign up for. She stated if there is any public safety manner, messages are sent out provided residents sign up for it. She stated at this point they have a very low sign up. She stated only 1,200 of 12,000 households have signed up. Ms. Tyler stated if there is something urgent the Township uses all methods. She stated the Lower Makefield Township Police Department has Twitter and she will also put emergency messages on Facebook. Ms. Tierney stated the Youth Committee has a program that they use to get information out, and that may something they can get people to sign up for. There was a discussion about a notification process followed by the School District. Ms. Tierney stated she is going to get someone from the Youth Committee to train her how to use it.

Ms. Shaffer stated she feels the Mother's Day Tea is a great idea. She asked if everyone who wants to do something like that has to come before the Park & Recreation Board. Ms. Tierney stated the only reason she did that this evening was because she was the first one and it was not something that had ever been discussed with the Park & Recreation Board before. She stated now that the standard has been set she feels this is something that she could start doing, and they would not to have a presentation like that every time.

Ms. Tyler stated if Ms. Shaffer has some service she wanted to offer, she should contact Ms. Tierney who would come up with a Service Agreement. Ms. Tierney stated all the smaller classes that have been put together she has been handling. Ms. Shaffer stated what would be the process if she wanted to do a “Father’s Day Tea,” and she asked if she would have to come before the Park & Recreation Board. Mr. Krauss stated he does not feel that would be necessary unless it was something different. Ms. Tierney stated if it is something very unusual, she would bring it before the Board because she wants to see how they would feel about those type of events.

Ms. Shaffer asked where can she find Park & Recreation Minutes for the December and January meetings, and Ms. Tierney stated the Minutes are on the Township Website.

Ms. Shaffer asked if the rental fees for groups like the Quilters Group have been set, and Ms. Tierney stated they have. Ms. Tierney stated because they are a 501C3 and committing to two years, they will pay 50% of the rental fee; and they are doing a four hour block.

Ms. Kathy Hirko, 1450 Dolington Road, asked how to sign up for classes, and Ms. Tierney stated you go on the LMT Webpage where there is a button that says “sign up for classes” on the Park and Recreation page. Ms. Tierney stated you can also do that now to reserve fields and pavilions.

LEAGUE LIAISON REPORT

Mr. Steve Beede, 336 Robin Hood Drive, stated he is the President of YMS. He stated they had a very successful winter season and they sent five teams to Florida for the Disney Tournament which is a Nationally-recognized Tournament; and he reported on their success.

Mr. Beede stated training has begun, although not officially, and they are getting ready for their early spring tournaments, so there are YMS teams already out on the turf Monday through Thursday nights and Saturday and Sunday from 11 until 4 during the day. He reported on YMS players who were involved in National signing day. Mr. Beede stated their in-house registration is now open.

Mr. Beede stated they are waiting for a final decision whether they can renew the Lease before they proceed with the turf project. He stated they have their construction manager lined up and Budget proposals ready to go. Mr. Gordon stated since the Park & Recreation Board recommended approval, he asked if they are waiting for approval from the Supervisors. Ms. Tierney stated the Lease is being

reviewed by legal. Mr. Beede stated they hope to do the turf installation the first week in June, and it is a two to three-week project. He stated they may need to add some fill and raise it a bit, but he feels that they will be able to just replace it.

DOG PARK UPDATE

Ms. Krauss stated with regard to fundraising, they are going to start an on-line auction on Facebook, and they are looking for items to auction off. He stated they are still looking for business sponsors for signage for the Park. He stated VSEC donated \$5,000. He stated Guru's the Indian restaurant has donated \$21,000 to date, and she is still raising funds.

RECREATION DIRECTOR'S REPORT

Ms. Tierney stated she may have a large donor for Community Pride Day, and she feels they need to come up with a potential plan for donorship and what we are willing to offer donors with regard to advertising. Ms. Tierney stated she feels they should break it down by price so she has something to show when she goes out looking for potential donors and she could tell them the cost for sponsoring the fireworks, the games, etc. She stated she needs to move on this quickly. Mr. Gordon stated she has the Board's support.

Ms. Bunn asked if they have come up with a new date for Community Pride Day; and Ms. Tierney stated they have not for this year. Ms. Bunn asked if it will still be Labor Day, and Ms. Tierney stated it will be September 2 which is the Sunday of Labor Day weekend. Ms. Tierney stated they could discuss this further for next year. Mr. Gordon stated there are a lot of people that go away Labor Day weekend. Ms. Bunn stated she feels it would be better in the summer, and Ms. Tierney stated it could potentially be when School lets out. Mr. Gordon asked that they put this on the October Agenda to discuss, and Ms. Tierney agreed.

Ms. Tierney stated at the Dog Park they are still having a hard time getting PECO to do their installation there. She stated she believes this was done today, and she will check on that tomorrow. She stated they were waiting on PECO for a number of things. She stated the area is very muddy, and while she was hoping to open the Dog Park in March, she is now hoping to open April 21. Ms. Bunn asked why they would open it in March when it is muddy and there is no grass. Ms. Tierney stated the Memberships will not start until the day they open, so they can look into having the opening day further out. Ms. Bunn stated she does not feel they should open it when it is muddy, and then have everyone complain. She suggested that they open it in May. Ms. Tierney stated she will see what the conditions are.

Ms. Tierney stated the Youth Committee has seven candidates as they put in an on-line application process so they are working on replacing their Board next year. Ms. Tierney stated they have private school and public school students. She stated they are also working on their By-Laws, and these should be completed soon.

Ms. Tierney stated they have gone digital for Park reservations, pavilion reservations, field reservations, and Permitting. She stated eventually the Community Center will also be available to reserve space. She stated everything will be on-line which should reduce the amount of time spent in the office with paperwork. She stated everything is the same system as the Pool so if you have a Pool Membership, you use the same user name and password for everything to do with recreation. Ms. Tierney stated anyone can go on line and look at the public calendar to see what the facilities are being used for at any time.

Ms. Tierney stated the dog classes are going well, and they have trained approximately 120 people.

Ms. Tierney stated she would like to move forward with a new Mission, Vision and Goals for Park & Rec as they go forward with all these new programs including the Dog Park and the Community Center which is very different than anything that was ever done before. She stated the last time their Mission was looked at was in the early 1990s. She suggested that they put together a Committee to consider this, and she would like feedback from the Park & Rec Board as to how they would like to start moving forward. She stated she feels they should come up with a mission, a vision, and some forward-thinking goals. She stated she feels they should also review some of their Policies which are very outdated.

Ms. Tierney stated Ms. Giles has to do a big project as part of her Internship, and she would like to start doing that by pulling together some Policies and Procedures and upkeep and maintenance for the Community Center. She is going to propose that to her professor, and Ms. Tierney will work closely with her as she does that.

Ms. Tierney stated she met with the Special Events Committee, and they went over the Community Center Grand Opening and the Dog Park; and they are considering an on-leash event at the Dog Park so that people can check out the Dog Park with vendors there and the ability for people to register. Ms. Tierney stated they also talked about Community Pride Day and discussed charging vendor fees and different ways to fundraise this year.

Ms. Tierney stated with regard to the Veterans Day Parade she does not feel many people line the parade route, and she feels they should either consider ramping up the parade itself or eliminate the parade and make the ceremony bigger. She stated

they are putting a lot of resources into the parade that nobody is really watching. Ms. Tierney stated she would still like to include the Pennsbury Marching Band in the ceremony.

Ms. Tyler stated she still wants to honor our Veterans. Mr. Gordon stated he feels it is more about the ceremony than the parade. Ms. Tierney stated she worked for the military for seven years, and they had some great ceremonies; and while there is nothing wrong with the ceremony we have, she feels that we can make it even better. She stated she is concerned about having a parade where people are marching a mile with no one watching along the parade route. Mr. Gordon stated he feels they should focus on the ceremony as opposed to the parade, and all Park & Recreation Board members agreed.

Mr. Grenier asked Ms. Tierney if she has checked with the Veterans Committee to see how they feel about this, and Ms. Tierney stated she will talk to them as well as some of the local Veterans that are not part of that Committee. She stated she is a member of a lot of Veteran organizations as well, and she could reach out to them to engage them in the community. Mr. Gordon stated he feels the Veterans can be recognized just as well through a ceremony as they can through a parade.

Ms. Tierney stated this year at the ceremony people were leaving, and she would like to be able to keep people there and make the ceremony even better. She stated she will go the Veterans Committee next and speak to them.

Ms. Tyler stated with regard to moving the date of Community Pride Day, they may want to consider a 4th of July Parade or have a Parade as part of Community Pride Day. She stated all of these event hinge on getting the youth involved. Ms. Bunn stated the Opening Day Parade for Baseball is huge, but it is all for the younger players. Ms. Tierney stated she feels they could do an evaluation of what other Townships are doing to see if we are in conflict with some of the other Townships that are also offering things at the same time, and there may be a gap somewhere where Lower Makefield could fit a parade in for some function or event.

Ms. Tierney stated the Five Mile Woods Preserve provided an update on the Deer Management program, and this year ten deer were harvested from the Preserve helping to reduce the adverse effects that overabundant deer are having on forest ecology. Six of the ten deer harvested were donated to the “Hunters Sharing the Harvest” food bank program, providing approximately 700 meals to area food banks for dispersal to Pennsylvania residents.

Ms. Tierney stated fifty families and fifty-four dogs are registered at the Dog Park. She stated the fees collection are \$1,260.

Ms. Tierney stated with regard to the issuance of key fobs – 280 have been issued, and 70 are still to be issued to families who have registered.

Ms. Tierney stated total registration fees collected for the Pool are \$30,195. She stated all of this information is in her Newsletter and the Newsletter is also on-line. Ms. Tierney stated this is the highest registration this month in our history.

Mr. Krauss asked if the Park & Recreation Board has to do anything with the vendor for the snack bar at the Pool, and Ms. Tierney stated it has already been approved by the Board of Supervisors. Ms. Tierney stated he worked at the Snack Bar last year for McCaffrey, and he is going out on his own. Ms. Tierney stated she believes the menu was approved through the RFP, and Mr. Grenier agreed adding he did a good job and has a good variety. Ms. Tierney stated he will still do the dollar dog days.

Ms. Tierney stated recently she has been getting requests from people wanting to individually reserve basketball courts and tennis courts, and she asked if that is something that has been done in the past. Mr. Gordon stated it is not, and it is first-come, first-served. Mr. Gordon stated he feels it would be different if it were some kind of special charity event. Ms. Tierney asked if they would charge the \$250 fee for that, and Mr. Gordon agreed.

Ms. Tierney stated with regard to Earth Day for years a number of local Municipalities have been gathering at Core Creek Park putting on a large function, and she noted all the other Municipalities that participate through their EAC or their Park & Rec Board. She stated some have donated small trees and some come and help out at the event, and there are a number of ways to get involved. Ms. Tierney stated she feels it would be good for our community to also get involved in some capacity. She stated it would also be good to bring it into our community in the future and there could be a large cleanup day segmenting out the community with different groups to sign up for sections. Ms. Bunn stated they did try something like this a number of years ago, but no one was interested in because it was a time of year when young families were involved in soccer and baseball. Ms. Tierney stated if anyone would like to get involved with the Earth Day event at Core Creek Park, they should let her know.

Mr. Grenier stated the EAC does have a spring electronic recycling program which is a huge event.

Ms. Tyler stated on April 21 the Historic Commission and the Martha Washington Garden Club are having an Earth Day clean up at the Slate Hill Cemetery which is located in the Township and is on the National Register of Historic Places. She stated Comcast Cares is underwriting it so their employees will be there.

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She stated she was also going to ask about involving the Youth Committee. Ms. Tierney stated two Boy Scout groups have also asked for something to do on Earth Day. Ms. Tyler suggested that they volunteer for this noting she we will have to write the Community Service letters for them. Ms. Tierney asked Ms. Tyler to e-mail her information about this event.

There being no further business, Mr. Malinowski moved, Ms. Bunn seconded and it was unanimously carried to adjourn the meeting at 9:30 p.m.

Respectfully Submitted,

Doug Krauss, Secretary