

TOWNSHIP OF LOWER MAKEFIELD  
PARK & RECREATION BOARD  
MINUTES – MARCH 13, 2018

The regular meeting of the Park & Recreation Board of the Township of Lower Makefield was held in the Municipal Building on March 13, 2018. Mr. Gordon called the meeting to order at 7:45 p.m.

Those present:

Park & Recreation Board: David Gordon, Chairman  
Patricia Bunn, Member  
Bryan McNamara, Member  
Dennis Wysocki, Member

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

Absent: David Malinowski, Park & Rec Vice Chairman  
Douglas Krauss, Secretary

APPROVAL OF MINUTES

Mr. McNamara moved, Mr. Wysocki seconded and it was unanimously carried to approve the Minutes of February 13, 2018 as written.

BOY SCOUT PROPOSAL – SHADE STRUCTURE AT MEMORIAL PARK

Mr. Nico Valerio, 1803 Wrightfield Avenue, was present. He stated he is a member of Troop 10 and is working toward his Eagle Scout. He stated he is required to do a project; and he asked Ms. Tierney if she had any projects that needed to be done for the Township, and she gave him the idea of a shade structure for the basketball courts at Memorial Park. He stated he is proposing an arbor style; and since it does not have a roof, it will not catch as much wind or snow which will help it not break. He stated the way he has designed it, it should provide almost as much shade as if it did have a roof.

Mr. Valerio stated he did go to the basketball courts at Memorial Park, and he showed a photo of the proposed location for the structure which is a flat area and is the area he feels will fit in the best. He stated the posts for the arbor will go into the ground held by concrete. He stated he is proposing it to be 12' by 6' and 7 ½' to 8' high. A drawing of what he is proposing was shown.

Mr. Grenier asked Mr. Valerio if he has had discussions with Mr. Majewski; and Mr. Valerio stated he did e-mail Mr. Majewski, however, he was confused by Mr. Majewski's response and he had indicated that "there was not much he had to worry about with it." Mr. Valerio stated he will discuss this further with Mr. Majewski. Ms. Bunn stated the next step would be to meet with Mr. Majewski with the sketch. Ms. Bunn stated Mr. Valerio will need to have a 36" deep footer for frost. Mr. Grenier asked if it will be treated wood, and Mr. Valerio agreed.

Mr. Valerio presented a proposed cost estimate, adding that it is not inexpensive with the extra concrete and the need to make the posts longer. This is because Ms. Bunn has advised that it has to be deeper than his expected depth of 24".

Ms. Bunn asked who will be using the saws; and Mr. Valerio stated there are Boy Scout rules about who can use the saws, and he stated most of the power saws can only be used by those eighteen and over. Ms. Bunn asked if there is anyone in the Troop who has construction experience, and Mr. Valerio stated his father is a mechanical engineer. Mr. Valerio stated a lot of the Eagle project involves not having the Scout doing the entire project, rather it is finding people who can guide you in the right direction to make sure the project is done well.

Mr. Wysocki asked Mr. Valerio how he came up with the proposed dimensions of the shade structure, and Mr. Valerio stated he felt that would be a good size for the area and would provide a good amount of shade. He stated with 12' boards you would not have to cut as much and waste as much wood.

There was further discussion about the location and orientation of the shade structure. Mr. Valerio stated when he was at the site he was thinking about where it would look the best although they could change the location. Mr. Valerio stated the picture shows how the boards will help create more shade as there are boards going across with smaller boards going in the opposite direction every 1 ½" to 2". Mr. Wysocki asked if he has an idea of where the shade pattern will fall; and Mr. Valerio stated he does not. Mr. Wysocki suggested that he look for a location that will maximize the shade in the afternoon, which the basketball players will appreciate. Mr. Wysocki showed the area where most of the players congregate, and Mr. Gordon stated that would be a good location provided it is fairly flat. Mr. Gordon suggested that Mr. Valerio look at that location and also discuss the project with Mr. Majewski.

It was the consensus of the Park & Recreation Board that they were in favor of the concept provided it is approved from an engineering perspective. Ms. Bunn stated Mr. Majewski will also help fill out the Permit Application and whatever else he will need to build it.

Mr. Gordon asked Mr. Valerio about fundraising, and Mr. Valerio stated there is a fundraising portion of the Eagle Scout project. He stated while it would be great if the Township were willing to pay for some or all of the costs, he is not expecting that. He stated if the Township were willing to do that, it would speed up the project. Mr. Gordon stated Ms. Tierney would have to speak to Mr. Fedorchak about that, and Mr. Valerio should discuss this with Ms. Tierney.

Mr. Valerio stated after he receives approval from the Park & Recreation Board, he then needs to get it approved by his Troop Committee and then the Washington Crossing Council before there can be any construction. Mr. Valerio stated he would like to start in the spring and finish during the summer. Ms. Bunn suggested that he wait as long possible since it could be a very wet spring, and he would not want to start construction when it is too wet.

Ms. Bunn moved, Mr. McNamara seconded and it was unanimously carried to approve the project with the condition that Mr. Valerio speak to the Zoning Officer, Jim Majewski, and have him sign off and fill out any necessary paperwork and have Ms. Tierney sign off.

#### YOUTH COMMITTEE UPDATE

While Ms. Emily Huegler, Chair of the Youth Committee, was expected to attend she was not present this evening. Mr. Gordon stated he spoke to members of the Youth Committee on Saturday. Mr. Gordon stated when they came in before the Park & Recreation Board originally and were forming their Committee, he had expressed to them the concern that they were all Seniors. Mr. Gordon stated when he spoke to them Saturday, they indicated that they have a new Board that is underclassmen, and they have put a good plan into place to keep the Committee going and to build on what they started.

Ms. Tierney stated they are in good shape, and they had a lot of applicants.

#### DISCUSSION OF OUTDOOR RECREATION AT COMMUNITY CENTER AND RESERVATION OF OUTDOOR SPACE

Ms. Tierney stated they measured the space that was left to be a bocce court outside at the Community Center, and they are several feet short of what is needed even for a residential bocce court. She stated they would have to take down some trees to accommodate a court there. Ms. Bunn stated she would not be opposed to taking down some of the trees given the recent storm. Ms. Tierney stated they could take down some trees or consider some other

ideas such as outdoor ping pong. She stated a number of people have been asking for ping pong at the Community Center. Ms. Bunn stated she would be in favor of taking down some trees and build the bocce court. Ms. Tierney stated they had discussed constructing the bocce court here once they removed the existing one at the softball fields and turned that into a batting cage. Ms. Bunn stated she does not feel there are any significant trees in the area where they would have the bocce court at the Community Center.

There was discussion about the need for the bocce courts. Ms. Bunn stated there are courts at Roelofs, and they are always being used. Ms. Tierney stated the Seniors have a group of twelve League players on their Senior group that use the ones at the ball field.

Mr. Wysocki asked if putting the bocce court at the Community Center would preclude the consideration for table tennis there as well or some other outdoor activities. Ms. Tierney stated potentially there could be room for something else, but the bocce courts would take up a lot of the space. She stated they could have bocce and horseshoes or something else smaller. Ms. Tierney stated a lot of people have asked that they have table tennis in the Community Center, and Mr. Gordon stated they could do that with a table that folds up and could be put away in a corner.

Mr. Gordon asked Ms. Tierney to look into how many trees would need to be removed, and they can discuss it further.

Mr. Grenier stated there is a plan to install new trees at the Community Center. He stated the Township also has a Tree Replacement Ordinance that will have to be followed if trees are removed. He stated there is also a bocce court planned for the Memorial Park expansion. Mr. Gordon asked they would need to know how much these are used by the Seniors, and he added having these right next to the Community Center would make sense. Ms. Tierney stated they would be taking one bocce court away by the softball fields as they are going to put a batting cage there.

Ms. Tierney stated last week someone asked if they could reserve the volleyball courts at Macclesfield, and stated that previously they had reserved it for an entire day and paid no fee. Ms. Tierney asked the Park & Recreation Board if a fee should be charged since no one else would be able to use them that day. Ms. Tierney stated it will be for a company picnic. Ms. Bunn asked if it is a local company, and Ms. Tierney stated it is a resident. Ms. Bunn stated she felt they charged \$40 for the pavilion rental at Kids Kingdom in the past. Ms. Tierney stated the rental fee for the pavilion at Kids Kingdom is \$10 an hour.

It was the consensus of the Park & Recreation Board that they should charge a small fee, and Mr. Gordon suggested that they charge the same \$10 per hour per volleyball court. Mr. Grenier asked if they would be signing a Waiver, and Ms. Tierney stated they would.

Mr. Wysocki moved, Ms. Bunn seconded and it was unanimously carried to recommend to the Board of Supervisors a fee for Permitting of the volleyball courts at the rate of \$10 per hour, per court for exclusive use and signing a Waiver releasing the Township of any liability.

#### PROPOSAL FOR LONG TERM MAINTENANCE AND FEASIBILITY STUDY OF THE POOL

Ms. Tierney stated they had discussed this previously when Ms. Todd gave the report on the Pool. Ms. Tierney stated three companies came in and assessed the wall. Ms. Tierney stated one company, Atlantic Facility Design, indicated that they should assess the long-term plan for the next twenty-five years before making any significant changes to the structures at the facility. Ms. Tierney stated he had proposed that he would do a full feasibility study; and he would come in while the Pool was in use, talk to users and the Park Board, and then would move on to do re-design concepts and long-term planning for the Pool including wants and needs. Ms. Tierney stated she feels they should consider spending the money for that this year, and his estimate was \$25,000 for the full study.

Ms. Bunn stated she believes one was done previously, and Ms. Tierney stated it was done in 2002. Ms. Bunn stated if this is the direction they are going, she feels it should not be open ended as it was in the past, and they should provide specific guidelines. She stated she would not want to see a re-design of everything that they could not afford. Ms. Tierney stated she feels the problem with the previous study was that they were trying to do everything at once, and it should be a long-term plan where they are saving up money to be able to spend it appropriately over time. Ms. Bunn stated she feels the long-term plan should still be something that is realistic. Ms. Bunn stated the last time this was done, the Board did not get a lot of feedback during the planning process, and the Plan they got was not realistic. Ms. Tierney stated they would have to engage with him as he is going through the process, and she could discuss that with him. Ms. Tierney stated she feels it is justifiable at this time to do a new feasibility study. She stated there were items recommended in the prior study that were never done, and they know that they need to be done.

Mr. Wysocki asked if they would have to go through the Bid process for this, and Ms. Tierney stated she does not feel that would be necessary because it is a service. Ms. Bunn stated for professional services, you still need to get more than one Bid. Ms. Tierney stated they have three proposals although they are not all the same. She stated the one from Atlantic was more detailed, and he had given his background and pool designs he has done in the past. Ms. Bunn asked how his price compared to the other two, and Ms. Tierney stated his was much higher because no one else proposed anything close to what he had proposed. Mr. Gordon stated he was going to look at all the systems; and Ms. Tierney stated he was going to look at everything including the flow of the pool, the traffic of the people, mechanical systems, underground system, ADA issues, pool structures, gutter systems, coping, filtration, bathrooms, amenities, etc.

Mr. Grenier asked if this is something the Township commissioned; and Ms. Tierney stated because of the initial, immediate need for the gutter replacement that they felt they needed this year, they had three companies come out and assess the gutter system. She stated they paid to have three companies come out. Mr. McNamara stated they wanted to fix it and not just put a patchwork on it. Ms. Tierney stated Atlantic suggested that they not move forward with the gutter system until they know what they are going to do in the long term because he would have different recommendations based on what we were thinking about doing in the future.

Ms. Bunn stated her concern about the way he is “selling” this is he is trying to “sell them on a bigger project” than just what we need now. Ms. Bunn stated she would like to see what the other two companies would propose so they can review this “apples to apples.” She stated she feels we know what we need and we have a long-term plan, and she does not want to be “upsold” on anything. Ms. Tierney stated they have never really had a long-term plan; however, Ms. Bunn stated Wallover did give a twenty-year plan. Ms. Tierney stated it was just things that they needed to have replaced. Ms. Bunn stated if they commission this, they are still not addressing the gutter situation; however, Ms. Tierney stated it will be addressed although it will not be addressed before this season. Ms. Tierney stated all three companies that addressed the gutters stated they would be okay for this season, but that we did need to move forward and decide what they were going to do in the future.

Mr. Grenier stated he feels similar to how Ms. Bunn is feeling. He stated he is seeing items that need to be addressed in the near future which total \$600,000. He stated they know they have to address those items, and he feels the “value add” Atlantic has is “how will they make more money off the Pool to make more people want to come there.” Ms. Tierney agreed it is how to continue to make the Pool attractive.

Mr. Grenier stated while he understands, his concern is how much that would cost on top of all the other things they have to do. He stated he would like to know the cost benefit of those items as well as an “apples to apples” comparison. Ms. Tierney stated she understands that they want her to get two more assessments. Ms. Bunn stated since Atlantic’s proposal was different from the other two, she would like to give the other two companies a chance to provide that information as well, since that was not what they were initially told to provide.

Ms. Tierney stated if they are going to proceed with the feasibility study, she feels a decision should be made on that next month since it should happen during the summer when they can see the Pool in action. Mr. McNamara stated they would not need to spend \$600,000 this year; and Ms. Tierney stated they would not this summer, but they are preparing a Budget to be able to spend that money and if they were going to do it this year, they would be ready for it.

Mr. Grenier stated one company provided an inspection report with individual line items, and he asked if they have that from the other two companies. Ms. Tierney stated they did not give it that way, and she had provided the Board with everything she received from them. Ms. Bunn stated she likes to compare the professional services.

Ms. Tierney stated in the information she provided Atlantic had an initial quote for the gutter system. She stated Integrated Aquatic Engineering Inc. also has a quote. She stated they have proposed different filtration systems.

Mr. Wysocki stated before a long-term plan is considered, they should come in with a current maintenance and long-term plan. He asked if that would be included in the \$25,000, and Ms. Tierney stated it would include all of that. Ms. Bunn stated she would like to have three quotes so they can compare “apples to apples” for the immediate needs; and then they would probably want to pick the same company they choose for those needs to do the long-term plan as well. Mr. Grenier stated they could break it out into two different Bids – one for the line items, and a separate one for the long-term feasibility plan; and Ms. Bunn stated that is what she wants.

Ms. Tierney stated by the next meeting she will have all this information for the Park & Recreation Board.

Mr. Gordon asked about the status of Pool management. Ms. Tierney stated concessions are set. She stated they are currently having a discussion about having someone acting as lead aquatic until they can find someone more permanent in that position. She stated they had a few people stand out who they felt were going to accept the position, but that did not come to fruition. She stated Ms. Todd will be “running the show,” and there are Assistants who have good knowledge so she feels they will be okay. Mr. Gordon asked about Jeff and Janet, and Ms. Tierney stated they will be working at the Pool; however, Jeff does not want to be the Manager working seven days a week, although he will work full-time hours. She stated they feel they will have adequate staffing.

Ms. Tierney stated with regard to the rest of the hiring, they had to cancel interviews two times due to weather. She stated fifty-eight people were interviewed on Sunday. She stated they should be good with regard to lifeguards and maintenance. She added they will not bring on as many maintenance people. She stated in the past they brought in so many people that they did not get the hours they expected, so they will be reducing the total overall maintenance people. Mr. Wysocki asked if they could have a group of people who could just be called in if there was a need. Ms. Tierney stated while they could do that, it is a payroll expense. Ms. Bunn stated if they give people more hours up front, they are more willing to make their shifts. She stated in the past when they hired so many people, some people did not get enough hours and they had to find other jobs and were then not available when called.

#### LIAISON REPORTS

Mr. Len Limongelli, PAA Commissioner, stated there are close to 800 registered at this point, which is about where they were last year. He stated over the past month, they have been running multiple clinics which they pay for. He stated Opening Day is scheduled for April 7, and they are planning on having a parade. He stated they are still finalizing the parade route and working with the Police Department on this.

Mr. Limongelli stated he has talked to others in the District about their numbers, and their numbers are down about 20%. He stated in Lower Makefield the numbers have stabilized over the last few years at the younger ages. Mr. Grenier asked what their peak numbers were, and it was noted that years ago there were 1,200 players. Mr. Gordon asked the main reason for the lower numbers, and Mr. Limongelli stated there are more activities that children can get involved in. He stated lacrosse is very big right now. Ms. Bunn stated there are also less children overall. Mr. Limongelli stated certain age groups have lower numbers than other age groups.

Mr. Limongelli stated their main concern at this time is the condition of the fields. He stated all the back stops are down at Fred Allan. He stated they are trying to put their schedule together, and they are concerned whether the fields will be playable as a result of the storm. Mr. Grenier stated he did look at the area, and they are structurally unsound. Mr. Limongelli stated at the baseball fields, although they did not come down, they do look “precarious.” Ms. Tierney stated they have done an inspection and Mr. Copson is getting quotes on getting repairs done. She stated she has put in an insurance claim, and they should be out within the next week to assess. She stated she told them there is an immediate need as the season will be starting. She stated there is more storm damage than just PAA fields.

Mr. Wysocki asked when the “first wave of activity will come,” and Mr. Limongelli stated they want to get on the fields as soon as they can so they can practice although he does not feel they will thaw out for a week to ten days. He reiterated that Opening Day is April 7.

Ms. Tierney stated she does not feel comfortable with people on the fields at this time given how the back stops are, and she feels they should be roped off. Mr. Wysocki stated although people should be kept away from the backstops, he feels they could do drills if the outfield is dry; and Ms. Tierney stated they could do that.

Mr. Limongelli asked if they are confident that they will be able to start on April 7; and if not, he needs to know as soon as possible. Ms. Tierney stated she will know better this week after she speaks to the insurance adjusters and Mr. Copson gets quotes to get the backstops fixed.

Mr. Limongelli stated while the Township poured the concrete for the new batting cages, PAA paid for the rest; and he has an insurance adjuster coming out tomorrow to look at them. It was noted the batting cages that the Township installed were damaged as well. Mr. Gordon stated the work could possibly be done, and they could then be reimbursed. Ms. Tierney agreed to look into that. Mr. Limongelli stated he is going to discuss that with the adjuster he is meeting with as well.

Mr. Limongelli stated if the fields are not going to be ready by April 7 they need to know, and they can push the opening back a week.

There was discussion on the conditions of the fields at Fred Allan. Mr. McNamara suggested that they have Mr. Grenier look at these fields as he has experience in this area to look into improvements in the drainage. Ms. Bunn stated part of the issue is that it is almost 100% clay.

## RECREATION DIRECTOR REPORT

Ms. Tierney stated they are still doing a full assessment of the damage done to the parks. She stated there are a number of trees down in the parks. She stated they were delayed somewhat doing the trails because they had to stop plowing due to all of the electric lines down. She stated the trails were not cleared until Monday. She stated there were also trees down. She stated there will be significant costs due to the storm. Ms. Tierney stated they had a temporary warming station at the Community Center, and seventy-eight people came through. She stated they were open 24/7 during a period of time. She stated they provided water, electricity, and coffee during that time.

Ms. Tierney stated they hope to open the Dog Park soon, and they have a number of classes being offered over the next few months. She stated they have seen another seventy people take classes since the last meeting, and additional people are registered as well.

Mr. Grenier asked the status of the gate at the Dog Park, and Ms. Tierney stated they are working on the gate system now. She stated the electric and cable are set. She stated they are trying to find out who is responsible for paying for the water fountain since some things have moved in and out of the original contract. She stated the water fountain is not yet there. She stated either the water fountain will have to be installed or the concrete will have to be covered up as it is a safety issue since there is a hole there. Ms. Bunn stated she felt they were fundraising for the water fountain. Ms. Tierney stated she is not sure if the water fountain fell in the fundraiser, and she thought it was to be in the original scope of the project. Ms. Bunn stated she believes the water line to it and the slab to put it on were in the original scope of project, but the actual water fountain was supposed to be from the fundraising. Ms. Tierney stated as of today no one has sponsored the water fountain. Ms. Tierney stated they also need a pavilion and a few other items there such as benches.

Mr. Michael Brody discussed a fundraising activity that is taking place at this time with some funds going to the Dog Park.

Mr. Grenier asked if they know the current Dog Park budget for the construction and funds that have been put out by the Township versus what has been raised and what that will go to. Ms. Tierney stated she does not know the exact number at this time, but she will get that information to Mr. Grenier. Mr. Grenier stated originally it was to be \$150,000 with a Grant for \$75,000. Ms. Tierney stated she believes that they have raised close to \$30,000.

Mr. Gordon stated the Township is doing the Park, and those involved with the fundraising are going to raise money for amenities.

There was discussion as to what the original intention was, and that at one point the money was to be fully raised through donations. Mr. Grenier stated the overall budget was supposed to be \$150,000, and now it is over \$225,000 without any amenities which is a concern. Ms. Bunn asked who is approving the overages. Mr. Grenier stated the original engineer's estimate was \$150,000, and the lowest Bid was 40% over the \$150,000. He stated the Board at the time approved the lowest Bid to get the project done and it was approximately \$220,000. Ms. Bunn asked if they are now over the \$220,000, and Mr. Grenier stated he believes they are at that amount now and there are still items to be added excluding amenities. Ms. Bunn stated since there was a set Bid, she questions who is approving change orders; and Mr. Grenier stated that is what he is looking into. Ms. Bunn stated there is a Bid with a not to exceed amount so that is concerning.

Ms. Tierney stated the Community Center is open, and they had the Grand Opening ceremony. She estimated that there were between 400 and 600 people there that day. She stated there were some parking issues because of the snow, and they did bus people in.

Mr. Grenier stated they applied for two Grants for solar panels at the Township Building and the Community Center. He believes a decision will be made this week. He stated the Township got a letter of support from Representative Warren. Mr. Grenier stated this may push the Community Center to LEED Silver.

Ms. Tierney stated they have added a significant amount of classes to the schedule at the Community Center. She stated there are more teen programs, art programs for youth, Mommy and Me classes, and more adult art classes. She stated they have also added meditation and wellness classes. She stated she will provide this information to the Park & Rec Board members, and it is also on line. She stated there was a problem with accessing the information on the Website, and they have made changes so that people can register for classes more easily. She stated some classes are more popular than others. She stated meditation, yoga, Zumba, and the painting classes are very popular. She stated they will cancel the classes that do not fill, and they will add more of the classes that people are attracted to going forward.

Ms. Tierney stated the new logo was approved by the Board of Supervisors.

March 13, 2018

Park & Recreation Board – page 12 of 12

Ms. Tierney stated Pool registration numbers will be provided to the Park & Rec Board at a later date.

Ms. Tierney stated there are a number of upcoming events at the Five Mile Woods, one of which is the maple syrup day on Saturday from 9:00 a.m. to 3 p.m.

There being no further business, Mr. McNamara moved, Ms. Bunn seconded and it was unanimously carried to adjourn the meeting at 9:00 p.m.

Respectfully Submitted,

David Gordon, Chair