

TOWNSHIP OF LOWER MAKEFIELD  
PARK & RECREATION BOARD  
MINUTES – OCTOBER 9, 2018

The regular meeting of the Board of Supervisors of the Township of Lower Makefield was held in the Municipal Building on October 9, 2018. Mr. Gordon called the meeting to order at 7:35 p.m.

Those present:

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

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

Absent:                                   Patricia Bunn, Park & Rec Member

APPROVAL OF MINUTES

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

GIRL SCOUT PROJECT UPDATE - POOL MURAL

Ms. Kathryn Myer was present and stated she did her Gold Award project this summer and painted a mural at the Lower Makefield Pool. She provided photos to the Board this evening. Ms. Tierney stated the mural brightens up the Pool and can be seen from Edgewood Road. Mr. Krauss suggested that they put something in the next Township newsletter about this project, and Ms. Tierney stated she could also put it on Facebook.

Ms. Myer was thanked for the work she did on the mural.

Mr. Brody asked if she has provided a list of the colors used in case they have to touch up the mural, and Ms. Myer stated it is included in the report she provided.

Ms. Tierney stated they had discussed with Lisa Gage about doing a feature on the Boy Scout and Girl Scout projects. Mr. Gordon suggested that in the next Newsletter they have a feature of the Boy Scout and Girl Scout projects over the last year.

#### DISCUSSION AND RECOMMENDATION FOR AGE POLICY CHANGE FOR THE POOL

Ms. Tierney stated our insurer brought to her attention that the age policy is too low, and eleven year olds are not legally reliable to take care of themselves independently at the Pool. Mr. Gordon asked what the policy is currently, and Ms. Tierney stated the policy currently is that eleven year olds can come without parents. She stated she had included legal reviews in the Board's packet which show why it is not safe to have eleven year olds responsible for themselves. Ms. Tierney stated the lifeguards are there to monitor the water and are not watching out for eleven year olds if they are not in the Pool or if they were to leave the facility. She stated the Township is taking on a lot of liability by allowing eleven year olds in without a parent with them.

Mr. Gordon stated he would suspect that most parents are not dropping off eleven year olds off alone at the Pool; however, Ms. Tierney stated it is actually very commonly done.

Mr. Gordon asked what is the recommended age from the insurer, and Ms. Tierney stated it is fourteen years old.

Mr. Brody stated he had done some research on this and he looked at the Lower Merion Pool, Brookside, and the NAC; and our new policy at fourteen would be less stringent than all three of those pools.

Ms. Tierney stated according to their insurer, the parent would have to stay with their child if they are under fourteen years old.

Mr. Brody asked if they know how many times they had kids between eleven and fourteen years old that came to the Pool alone, and Ms. Tierney stated she can provide that statistic.

Ms. Tierney was asked if she feels there will be push back if they raise the age from eleven to fourteen, and Ms. Tierney stated she does anticipate that. She stated the biggest push back would be from parents of Swim Team members, but they could do a Swim Team membership. Ms. Tierney stated there would be a coach there when they are there for Swim Team. Mr. Gordon stated he did not feel this would apply to the Swim Team, and Ms. Tierney stated they sell Individual Memberships to eleven year olds. Mr. Gordon stated he does not feel this should

apply to Swim Team since there are coaches there. Ms. Tierney stated they could solve the problem selling Swim Team memberships only. Mr. Gordon was in favor of this. Ms. Tierney stated the only concern would be that if a Swim Team member came in who was under fourteen and then stayed past Swim Team practice. Mr. Gordon stated he feels the Township would be covered by the rule because they are not supposed to do that although he recognizes that it may be totally impossible to enforce.

Ms. Tierney stated she is looking for a recommendation on this to the Board of Supervisors. Mr. Grenier asked if the Township solicitor has looked at this yet, and Ms. Tierney stated he has not. Ms. Tierney stated if the Park & Recreation Board recommends this, the next step would be to go to the Township solicitor and then the Board of Supervisors.

Mr. McNamara asked if the rules are printed on line so that people will know about this rule before they pay their membership. Ms. Tierney stated they are printed and sent to their homes. Mr. Krauss stated they should have something that before they can proceed to check out, there is a list of items they would need to read and accept. Ms. Tierney stated it is listed, but they would have to change it to include this.

Mr. Wysocki moved, and Mr. Brody seconded to endorse the recommendation of the insurer for raising the age of Pool solo attendance.

Mr. Brody stated he would like to determine how many people would have been impacted by this last year; and if it is a reasonable number that we go proactively to them and not just put it up on the Website. Ms. Tierney stated those under the age of fourteen should all be notified that the age policy has changed. Mr. Gordon stated it should be made clear that this does not impact Swim Team, and it is for regular Pool hours.

Motion carried unanimously.

#### LIAISON REPORT – NFL FLAG FOOTBALL

Mr. John Travagiline, 1187 Longmeadow Lane, stated it has been four years since they have been doing NFL Flag Football; and this year they would like to have a tournament. A slide presentation was shown on their program with the hard copy provided to the Board. He stated NFL Flag was created in 2010 because of the concern with football injuries. He stated the game is totally non contact, and a video of a game was shown.

Mr. Travagiline stated it is a five versus five game, and currently the ages they have are 7/8, 9/10, 11/12, and 13/14. He stated currently NFL Flag has over 300,000 boys and girls playing, and there are regional tournaments across the Country. He stated they are emphasizing this year that the local leagues have local tournaments.

Mr. Travagiline stated LMFA is in their fourth year, and the average growth has been 20% each year; and they are now up to six hundred players. He stated their 9/10 age group had twenty-nine teams. He stated they have eighth-graders and high school age students refereeing.

Mr. Travagiline stated they have gone to some regional championships, and they would like to have a local tournament. He stated they would like to have the tournament at Macclesfield Park and it would be approximately one fourth to one third the size of a YMS tournament. He stated they propose that it be for three age groups - 9/10, 11/12, and 13/14; and they are trying to get six teams in each division. He stated it would be a one-day tournament and they would use two football fields and split them into three fields because NFL Flag is 30 yards wide and 50 yards long. Mr. Wysocki stated they go across, and Mr. Travagiline agreed.

Mr. Travagiline stated the date they are proposing is December 1. He stated they have already reached out to NFL Flag and to twenty-seven local leagues. He stated they got good connections with twelve leagues; and out of the twelve, nine advised that they would probably come to the Tournament although he feels at this point only six are definite. He stated this was done without any promotion or advertisement. He stated if they do not get a big turn out, they could still do it with four teams in each bracket. He stated they will guarantee three games, and then play a semi-final and a championship.

Mr. Brody asked if it is “rec league” players playing or is there a travel team. Mr. Travagiline stated it would be both. He stated what they are doing is creating an all-star team. He stated he was in contact with someone from Levittown who will be bringing two of his best teams and will not be creating an all-star team.

Mr. Travagiline stated the registration fee will be \$350 per team. He stated NFL Flag charges them \$25 per person to get an Eagles jersey. He stated typically teams will have eight to ten players, so if they have ten players that is \$250 a team so they have to have a registration at \$350. He stated they are not looking to make money but they want to break even.

Mr. Travagiline was asked if he has to buy jerseys from the NFL, and Mr. Travagiline stated they do as they are their League affiliation. He stated they will then promote it on their Website. Mr. Grenier asked if there are any other NFL requirements, and Mr. Travagiline stated there are not.

Mr. Wysocki stated he recognizes that this is their first year, and the mission would be to break even; however, he feels they should consider it as a fundraiser at some point as it would help their Club. Mr. Travagiline stated he knows some of the things they have to do as he has been involved with YMS. He stated one of the things is to bring in food trucks and they could also sell t-shirts; however, he is not sure they are ready to do that yet. Mr. Wysocki asked if he feels these will all be local teams. Mr. Travagiline stated they will go to them first; but once it is on their Website, they could get teams from North Jersey, New York, etc. Mr. Wysocki suggested that Mr. Travagiline talk to YMS since they can provide advice. He added if there are teams coming out the area that need hotel reservations, they could get cuts from the hotels.

Mr. Wysocki asked if they have to pay referees, and Mr. Travagiline stated they will be paying the referees. Mr. Wysocki stated they would make money on concessions.

Mr. Travagiline stated after discussion, they decided to have the tournament on December 1; and he spoke to YMS who indicated they have very little going on at that time. He stated the fields at Macclesfield on December 1 should still be fine, and they should be fine with parking. Mr. Travagiline stated he was told recently that they turn off the water at Macclesfield at a certain time, and they would need to have the facilities operational for the tournament. Mr. Krauss stated if there is not a freeze, it should not be a problem. Ms. Tierney stated they can discuss alternative solutions if there is a freeze.

Mr. Travagiline reviewed how the fields will be used and by which teams on the day of the tournament. He discussed revenues and expenses, and he stated they are estimating \$5,000 in registration fees. He stated they are not sure at this point about food concessions, but they have estimated the revenue could be \$500 to \$1,500 depending on how they do it. Mr. Gordon stated they would not want to have food left since then they could lose money. Mr. Gordon stated there are also opportunities to work with certain vendors.

Mr. Brody asked what day of the week they are proposing to have the Tournament; and Mr. Travagiline stated it is Saturday, with Sunday as the make-up day.

Mr. Travagiline stated with regard to expenses, they are showing \$3,500 for the NFL Flag jerseys, \$1,000 for referees, \$500 for team awards, and \$200 for miscellaneous costs. He stated he still needs to know about the LMT costs.

Mr. Wysocki asked Mr. Travagiline if he plans on using the parents of the players as volunteers, and Mr. Travagiline stated they are planning on that. He stated LMFA charges a volunteer fee of \$20, and parents often ask what they can do to get their fee back.

Mr. Travagiline stated the tackle program is behind their program and is supportive.

Mr. Travagiline noted they still have to decide how to do the registrations, determining ages, etc. Mr. Gordon stated in the beginning YMS did a lot of this work manually. Mr. Wysocki stated a lot of on-line programs are not soccer specific and they can be used for any sport. He stated they can also do the scheduling. Mr. Wysocki suggested that he contact YMS and ask to be connected to their Tournament Chairman.

Mr. Travagiline stated they are calling their tournament RPO on the River which stands for Run Pass Option on the River, although this is yet to be finalized.

Ms. Tierney stated she wanted to make sure that the Park & Recreation Board was in favor of them having this tournament. She stated with regard to fees, generally they charge \$250 per field and \$30 an hour for staff. She stated she would recommend that there be at least one staff person there especially if there are any water problems. She stated the total would be \$620 for the day for field use and one staff person. She stated it would just be for four hours that they would need the staff member so that staff member would be there if anything goes wrong such as a power outage, etc. Mr. Travagiline asked if there is a time when the Township starts turning things off at Macclesfield, and Ms. Tierney stated normally they turn the water off in November, so they would have to postpone this until after their tournament. Mr. Travagiline stated in the back there are port-a-johns, and he asked if they would stay out there; and Ms. Tierney stated they stay out through the winter.

Mr. Travagiline stated they feel the teams would come in at 8:00 a.m. with the first games at 9:00. The 12:30 game will be the consolation game, the 1:30 game will be the semis, and the 3:00 would be the championship. Mr. Travagiline stated he would like help from the Park & Recreation Board to convince YMS to let them have the championship game on the turf. This would be three games – one for each bracket. Mr. Gordon stated they would not be able to line their turf field, and Mr. Travagiline stated they would use cones.

It was the consensus of the Park & Recreation Board that they are in favor of the proposed tournament.

Mr. Wysocki advised Mr. Travagiline that if he has a relationship with one of the suppliers such as Nike or Adidas, a lot of the times they will provide the t-shirts or buy them for a low amount and they could put RPO by the River with the team names on them and the parents will purchase them for their children. He stated they could sell them for \$15 to \$20 each. Mr. Wysocki suggested discussing this with the YMS Tournament Chairman. Mr. Krauss stated they could also find someone who does t-shirts and they could provide their own design. Mr. Wysocki stated that would be a good fundraiser. Ms. Tierney stated she has a contact who could design a t-shirt.

## RECREATION DIRECTOR REPORT

### Discussion of Feasibility Study

Ms. Tierney stated the Feasibility Study should be published by the end of the week. She stated there was a first round draft and edits were done throughout the document. It will be edited again and the final product should be available by Friday.

Mr. Grenier stated the Board of Supervisors and the Township Manager will review it before it goes public. Mr. Krauss asked why the Park & Recreation Board would not see a draft before it goes out, and Mr. Grenier stated that is not how the Board of Supervisors is doing it.

Ms. Tierney stated there has been a lot of discussion in the Township between Mr. Majewski and herself fine tuning it and, hopefully it will be completed by Friday.

### Dog Park Update

Ms. Tierney stated with regard to the gate system, she has been in contact with the software company almost every day. She stated they have found that the way the software company integrated into our hardware that unlocks the system, it was not done properly so they have to re-write the program to do it right. Ms. Tierney stated originally they had it wired in through a compute, and then going into the software, back to the gate, and the gate back to unlock; and that is why there was a delay when you swiped. She stated they are working with her trying do everything to make it right, but it will take time. She stated

they are self-monitoring the computer all the time now. Mr. Gordon stated people are getting in although it might be slow; however, Ms. Tierney stated there are still some glitches happening, but people are mostly getting in. She stated the plan is to extend memberships to accommodate the loss of time in the Dog Park. She stated they also understand that the swipe system is not the best, and they are looking at a bar code reader; and hopefully they will have a solution for that. Mr. Gordon asked if the bar code can be put on your phone, and Ms. Tierney stated it is a bar code that you could take a picture of and keep it on your phone. She stated there may be a cost for this, but she is trying to work on that. Ms. Tierney stated they will not have to re-assign any fobs. Ms. Tierney stated the bar code works with Community Pass, and Community Pass only reads bar codes. Mr. Grenier asked if this will impact the Pool, and Ms. Tierney stated it will not. She added that currently the Pool readers will not read off of phones, and she feels they should look into this if they get it for the Dog Park.

Ms. Tierney stated they are requesting quotes from landscapers as forty-one trees need to be installed at the Dog Park.

Mr. Brody asked about trees at the arboretum, and Ms. Tierney stated they have paid already for some of the trees that have not been installed at the Arboretum. Mr. Grenier stated a number of them are dead as well, and Ms. Tierney stated they are still under warranty.

Mr. Gordon asked if the trees at the Dog Park are going inside the gates or outside the gates, and Ms. Tierney stated some will be planted inside and some will be planted outside the gates. She stated there is a buffer being put in between Makefield Glen. She showed the Plan which was provided to the Park & Rec Board.

Ms. Tierney stated there was a problem with the original quote as they found that one of the trees had nuts which were poisonous to dogs so they had to make a modification in the selection.

Mr. Grenier asked if they have compared the plan for trees to any potential fence issues to make sure that nothing has to be changed. Ms. Tierney stated it will not have to change as it is all on the inner line and not along the outer fence that is being changed. She stated the only ones that come close are the trees that are being planted along the street. Ms. Tierney stated there is a double fence, and she would recommend connecting the new fence that is put in to the old fence and removing the outer fence. She stated if they have trees in between the fences it will be a maintenance issue.

Mr. Krauss asked about the pavers at the Dog Park. Mr. Tierney stated they were waiting for the pavers to be installed until they completed the fencing. Mr. Grenier stated initially they were looking at the concrete in front to make sure that was installed correctly which slowed down the initial installation of the pavers. He stated in that general area they are okay. Ms. Tierney stated there is now a second order of pavers, and it would be better if they were installed all at one time. Mr. Krauss expressed his concern that people paid money for the pavers, and they have not been installed yet.

Mr. Grenier stated at some point he hopes they will have a Grand Re-Opening, and Ms. Tierney stated she hopes to have something later in the spring. Mr. Grenier stated it would be good to have the pavers installed by that time.

Mr. Grenier asked if they have removed the fence and all the mulch, and Ms. Tierney stated all the mulch is out as is the fence. She stated they are waiting to see what the next step is.

### Revenues

Ms. Tierney stated with regard to Revenue, for Miscellaneous Fees they are at \$27,294. Community Center rentals is at \$5,034. Community Center programs is at \$29,644. With regard to Community Pride Day, with sponsorship, t-shirt sales, etc. they are at \$10,935.

### Pool Update

Ms. Tierney stated they have assessed the Pool wall and restrooms. She stated ventilation is a problem in the restroom and tiles are falling off the walls. She stated they are looking to do a revamp of the Pool restrooms. She stated with regard to the Pool wall, they need to have someone else come in to look at this who has more experience with pools, and there is a meeting tomorrow. She stated it is the Olympic pool with the slide, and the problem is internal.

Mr. Gordon asked about the concessions; and Ms. Tierney stated they went very well, and there were no complaints. Mr. Brody asked if they will be coming back. Ms. Tierney stated it is part of the Contract so he will be coming back.

Community Center Discussion

Mr. McNamara stated it seems that the Community Center is being rented out seven days a week, and Ms. Tierney stated they are now a seven day a week operation. She stated the Girl Scouts are using it every Sunday evening.

## SUPERVISOR LIAISON REPORT

Mr. Grenier stated the Board of Supervisors will be having a Budget Workshop meeting on October 30, which will be televised this year.

Mr. Gordon asked the status of Snipes. Mr. Grenier stated they have gone through the process they laid out. He stated they have done the Public Notice Ordinance update, and we now have among the most robust Public Notice Ordinance in all of Bucks County. Mr. McNamara asked how big the notification radius will now be. Mr. Grenier stated it is a combination of distance and proving that they actually sent letters out so they are doing more Certified mailings and getting lists from the County. He stated previously the Township had no way of proving that they actually sent letters to anyone other than printing out the list and taking the Township at its word. He stated now it is not as challengeable as previously. He stated they are still waiting on the Needs Assessment. Mr. McNamara asked if the Need Assessment will include that there are Leagues that could not get field space, and Mr. Grenier stated everyone has been asked. Mr. McNamara noted Field Hockey, Frisbee, etc.; and Mr. Grenier stated they made sure that everyone had been asked. Mr. Grenier stated they also went to the Schools to talk about those fields as well. Mr. Gordon stated he hopes that it will be included in the report that Pennsbury has significantly increased their prices, which makes it much more difficult for our user groups to have access. Mr. Grenier stated all of that is going to be covered. Mr. Grenier stated part of the reason they are not releasing it early is they want to make it as unbiased as possible and to let the professionals do what they do. He stated they have collected all the data and every user group was very good about responding in a timely manner.

Mr. Grenier stated they also went through and did value engineering of the previous design, and they reviewed it relative to potential deficiencies, reducing the likelihood of Variance and Waiver requests, and trying to optimize the design at Snipes. He stated while it was not final engineering, they wanted to get it to a point where they could have a discussion. He stated they have a few different variations that are several hundred thousand dollars less from an engineer's estimate perspective. Mr. Wysocki asked if it is still for four fields; and Mr. Grenier stated the amenities are all the same and are actually better, and every option was at least as good in terms of number of fields.

He stated the differences are more with regard to stormwater management and the amount of paving. He stated they are able to minimize this and still meet the requirements, provide for adequate flow, and meet all the safety precautions.

Mr. Wysocki asked why they would not use the process Mr. Grenier described all the time, and Mr. Grenier stated that is the process that most of those who do this for a living do use in every other Township he has worked in as a professional. He stated he feels why they did not do this in this Township is a question for the previous Board. He stated this was a common critique of people who were critical of the fields and the process. Mr. Grenier stated when he was on the EAC he himself made some of these same comments, not being critical of the fields themselves, but critical of the process so that it would be more transparent and better engineering design.

Mr. McNamara asked if drainage of the field would be included so that if it rains hard the fields will dry as quickly as possible, and Mr. Grenier agreed it would be included. Mr. McNamara also asked if they would be putting water in right away so that they can grow grass and what happened at the baseball fields would not happen at Snipes. Mr. McNamara also asked if it would be public water as opposed to well water. Mr. Grenier stated they will be reviewing all Capital projects at the Budget workshop; and if there is an issue where the Budget is tight, they may have to look at ways to phase things.

Mr. McNamara noted how severely the Dog Park was over budget. He stated originally they were told the Dog Park would be \$150,000, and now it is \$500,000. He stated he recalls that they were told \$2 million for Snipes. Mr. Grenier stated the Dog Park “barely went in front of Park & Rec” relative to a design perspective, and it did not go in front of the Planning Commission, Sewer Authority, or the EAC. Mr. Grenier stated there was also not a Planning Director at that time. Mr. Grenier stated it did not go before any of the typical Land Development reviewers to call out potential issues and give potential ideas, and it was only the Township engineer at that time. Mr. Grenier stated had it gone through a process more similar to what they are now doing for Snipes, he believes the Dog Park probably would have been a little less expensive, but he does not believe it would have been \$150,000. He stated they would have had a better idea, done it more efficiently, and more transparently; and they would have known up front how much it was going to cost with a more accurate number. Mr. Gordon stated he feels it was probably a bad estimate. Mr. Grenier stated they also moved a lot of dirt they did not need to move which increased the cost, and they also installed the fencing in places where it should not have been installed. Mr. Grenier stated moving forward they will not do projects this way.

Mr. Grenier stated at Snipes the way they are coming up with the estimates is that they actually used actual Bids that they got on Snipes in terms of material costs. He stated when they do value engineering they can calculate certain volumes and numbers of materials and compare it to the Bid costs that they got. He also noted that this Township engineer does more construction projects.

Mr. McNamara asked if they are still looking at the \$2 million range; and Mr. Grenier stated while he would reserve comment to the Budget meeting, it would depend on how much of a build out they are looking at. He stated if they are doing a snack concession, lights, etc. costs get higher; but if they are just doing four fields and the infrastructure, it is not that high. Mr. Brody asked if lights are considered infrastructure, and Mr. Grenier stated lights are not inexpensive.

Mr. Krauss stated there was money set aside in this year's Budget; and Mr. Grenier stated there was approximately \$500,000 worth of projects and possibly more that were unfunded in the Budget and were just placed in there. He stated he feels this will be reviewed in the Budget meeting. Mr. Krauss stated at past Budget meetings he attended, they talked about why they would put the whole Snipes Budget in fiscal 2018 knowing full well that they would not put a shovel in the ground until October or November, and it was pro rated. Mr. Krauss stated he is concerned when Mr. Grenier states that there were projects that were unfunded since there was money specifically set aside. Mr. Grenier stated when you look at that Budget, there were items there that were said to be funded at the meeting, but they were "goose eggs" in the line items in the actual Budget, and this will be seen at the meeting in October, which is very disconcerting. He stated a number of items, primarily Park & Rec items, were approved last year; and in order to fund those the Township Manager at that time recommended an additional half mill tax increase. He stated while the Board said "no," they still said to go ahead with the projects. Mr. Grenier stated it would be helpful if the Park & Rec Board members would come to the Budget meetings.

Mr. Brody stated Mr. Ferguson had indicated that he is changing the Budget to simplify it drastically. Mr. Grenier stated it will now be possible to go to one spot in the Budget to see how the actual Capital projects will be funded.

## OTHER BUSINESS

### 9/11 Recap

Ms. Tierney stated 9/11 went very smoothly with the exception of the weather. She stated there were no problems this year. She stated other than having to modify the lay-out because of the weather, everything went well.

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There being no further business, Mr. Brody moved, Mr. Wysocki seconded and it was unanimously carried to adjourn the meeting at 8:50 p.m.

Respectfully Submitted,

Douglas Krauss, Secretary