

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

The regular meeting of the Board of Supervisors of the Township of Lower Makefield was held in the Municipal Building on June 12, 2018. Mr. Malinowski called the meeting to order at 7:35 p.m.

Those present:

Park & Recreation Board	David Malinowski, Vice Chairman Douglas Krauss, Secretary Michael Brody, Member Patricia Bunn, Member Bryan McNamara, Member (joined meeting in progress) Dennis Wysocki, Member (joined meeting in progress)
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Others:	Monica Tierney, Park & Recreation Director Daniel Grenier, Supervisor Liaison
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Absent:	David Gordon, Park & Rec Board Chairman
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APPROVAL OF MINUTES

Mr. Brody moved, Ms. Bunn seconded and it was unanimously carried to approve the Minutes of June 12, 2018 as written.

BOY SCOUT PROPOSAL – LMT DOG PARK AGILITY EQUIPMENT

Mr. Dawson Grimm was present and stated for his Eagle Scout project he is proposing to install agility equipment in the newly-built Dog Park. He showed an aerial view of the site and showed pictures of the three types of equipment he is proposing. He stated one is a “up, flat, down” ramp. He stated he would keep it relatively low to the ground. He showed the picture of the “jump hoop” equipment which is a square construction which has a corrugated tube in a circle which the dogs can jump through. He stated he plans to build it with wood as opposed to PVC so that it has a longer life. He stated the corrugated tube will be painted, and he proposes to paint it blue and white which are the “theme colors” for the Dog Park. He stated he will put a larger one in the large dog area and a smaller one in the small dog area. He also showed a picture of “weave posts” which are PVC pipe which stick up 3’, and the dogs weave in between them.

He showed the three sections of the Dog Park and where he is proposing each piece to be located. In the large dog section he showed where he would put the large jump hoop and the up, flat, down ramp. He stated in the rotational section he was going to do weave posts and the other up, flat, down ramp. He stated in the small dog section he was going to have another set of weave posts and the small jump hoop.

Mr. Grimm stated the proposed cost for the project is \$414.35 which he plans to raise by going to Home Depot and Lowe's and asking for any donations, and he also plans to start a GoFundMe page as well to make up any remaining costs.

Mr. Grimm stated with regard to building the equipment and securing it into the ground, he is asking the Park & Rec Board if he could use the mulch that the Township makes to help cover it down so there is not wood everywhere.

Ms. Bunn asked how the equipment will be secured into the ground, and asked if he will be doing footers; and Mr. Grimm agreed. Mr. Grimm stated on the up, flat, down ramps there are four by fours. He stated at the "tabletop" part of it, he was going to sink each leg one foot down into the ground; and each end of it where it comes up, he would put two four by fours on the end and sink those one foot into the ground. Ms. Bunn advised Mr. Grimm that he will have to submit something to the Township to review; and she feels he will not be able to just sink them into the ground, and he will have to put in a concrete footer which will have to be three below for the frost level. She advised Mr. Grimm he will have to figure that into his costs as well. Mr. Grenier advised Mr. Grimm that Mr. Majewski in the Township's Building and Planning Department can help him with this.

Mr. Wysocki joined the meeting at this time.

Mr. Krauss expressed his concern about using wood on the ramps. Ms. Tierney stated she feels they need to research this to see how the wood would be treated. Mr. Grimm stated he plans on using pressure-treated wood and sanding it down to avoid splinters when dogs are walking on it.

Mr. Grenier expressed concern with the spacing of the equipment, particularly in the small dog portion, since there is not a lot of space there. He stated he is also concerned about the amount of space it would be taking away from those who are not using the equipment.

Mr. Krauss advised Mr. Grimm that there are only two sections, and Mr. Grimm stated he felt there were three; however, Ms. Bunn advised Mr. Grimm that one is considered a "rest area." She stated there will only be two sections open at any one time.

Mr. Grimm stated with regard to placement of the equipment, he was planning on segregating it to a certain side or corner so it will not be in the way of dog owners who are not interested in having their dogs use the equipment.

Mr. Brody asked Mr. Grimm if he has discussed this with the Dog Park Committee to see about their interest in having it at the Dog Park. Mr. Krauss stated the Committee just did fundraising. Mr. Malinowski stated it is up to the Park & Recreation Board to make a decision on this. Ms. Tierney stated he did talk to the Dog Park Committee when they were still operational. Mr. Grimm stated he spoke to Mr. Krauss and Ms. Simon.

Ms. Tierney stated while she has talked to Mr. Grimm about the project, they did not talk about the location for the equipment.

Mr. Krauss again asked about the use of wood on the ramps. There was discussion about the possibility of using turf, and Mr. Grimm stated he was considering Astroturf which would eliminate splinters. Ms. Bunn stated that could be a maintenance issue for the Township long term. Ms. Tierney stated she feels they should look at some other Dog Parks to see if they have structures made of wood.

Mr. Malinowski stated he is concerned about the use of wood since the dogs nails will be digging into it and it could splinter. Ms. Tierney stated she will reach out to other Dog Parks in other communities that have agility equipment. Mr. Wysocki stated he would like to know if the equipment works well in their parks or if it is creating issues. Mr. Wysocki stated at dog parks in general, those using them are not encouraged to bring a lot of toys for their dog since it becomes an issue with other dogs; and this may become an area where dogs are competing to use the equipment creating possible issues.

Mr. Grenier stated there are three areas of varying sizes, two of which are active; and he asked if the third section, the rest area, is where they should put the equipment if they want to have an agility section. Ms. Bunn expressed concern with this proposal since that area would then be open full time, and they would not have that area to use so that the other areas can rest.

Ms. Tierney stated she feels the equipment could go in the far end of the large dog area; but the small dog park area could be an issue because it is smaller, and the equipment could take up too much room. Mr. Krauss stated he could adjust the size of the equipment he is proposing for the small dog park area so it does not take up too much space.

Ms. Tierney stated they also need to make sure that that the mowers can still get around.

Mr. Wysocki stated possibly they could do an internal fence around the equipment. Ms. Tierney stated that would involve more expense.

Mr. Brody asked if the average dog would know how to use these pieces of equipment. Mr. Malinowski stated they do need to be trained on how to use the equipment. Ms. Tierney noted specifically the weave posts, and Mr. Wysocki stated that is one where they would really have to train their dogs. Ms. Bunn stated she is concerned about that piece of equipment since these posts are sticking up from the ground. Mr. Malinowski stated they do bend.

Mr. Brody asked Mr. Grimm if he has any alternative proposals for his Eagle Scout project if the Park & Recreation Board is not in favor of this proposal; and Mr. Grimm stated he put a lot of time and effort into this proposal although he has some other leads that he could pursue.

Mr. Brody stated there have been a number of Scout project requests which have come before the Park & Recreation Board, and he feels the Board should discuss what projects they would like to see done. Ms. Bunn stated part of the Eagle Scout project is that the Scout is supposed to do the preparation, and the Board is just to provide guidance to them on the project they are proposing. She stated she would not want to take away their creativity. She stated usually there is a list of items that the Township wants; however, the Scout needs to make the presentation as part of the leadership component. Mr. Brody stated possibly they could guide the Scout leaders to have them ask more questions before proposing a project. He stated the Scouts could present a few ideas before they make a formal presentation, and Ms. Bunn stated some Scouts have done that in the past. She stated some also have discussion with Ms. Tierney. Ms. Tierney stated generally they do come to her with their idea before they can get on the Agenda.

Ms. Bunn asked if this would have to be in the Dog Park, and she asked if these components could be built at Memorial Park. Ms. Tierney stated dogs cannot be off leash at the other Township parks.

Mr. McNamara joined the meeting at this time.

Mr. Grenier stated he is the Liaison to the EAC which also has Scouts approach them about doing projects. He stated the EAC was discussing coming up with a list of possible projects, but he advised that it was his understanding that the Scout coming up with the idea is part of the process. Ms. Bunn stated usually it is something personal to the Scout.

Mr. Wysocki stated he feels Mr. Grimm needs to find a way to segregate the equipment from the main run of the Dog Park. Mr. Krauss stated he feels for the large dog section, there is significant space available. He stated he does not feel the equipment needs to be in both the large dog section and the small dog section, and Phase I could be to just have it in the large dog section. Mr. Grenier stated he is concerned that both the large and small dogs may want to use it. Mr. Krauss stated they could have one of a smaller dimension for the small dogs. Mr. Grenier stated if they put one large ramp and one small ramp in the large dog section, they would consider how they would get the small dogs to that piece of equipment. Ms. Tierney stated there is an overlap in weight between large and small dogs. Ms. Tierney suggested that they just have a ramp in the small dog section and a ramp in the large dog section as that seems the safest of all the options.

Mr. Grimm stated just building the two ramps would be sufficient for his project.

Mr. Wysocki stated he feels they should put the ramps in an area where they could cordon it off if it becomes an issue as opposed to having to take it out.

Mr. Malinowski stated they need to determine what the ramps will be covered with, where they will go, and consider what will be required for the foundation.

Ms. Bunn stated she feels the Board can make a decision on whether Mr. Grimm should proceed recognizing that he has a lot of work to do. Mr. Brody asked Mr. Grimm when his deadline is, and Mr. Grimm stated it is June which is when he turns eighteen; however, he would like to get it completed as soon as possible potentially mid-October so he can get it installed before winter. Mr. Grenier stated he feels realistically it would probably be mid-March. Ms. Bunn stated he could try to have it completed by November, with a back-up date of April, since in March the ground could still be too frozen depending on the winter.

Mr. Brody moved, Mr. Wysocki seconded and it was unanimously carried to approve Dawson Joseph Grimm's Eagle Scout service project proposal to add some degree of ramps to the small dog park and the large dog park with discussion and approval from Ms. Tierney and Mr. Majewski.

#### POOL SUMMER UPDATE

Ms. Tierney stated Ms. Todd prepared a report on the Pool which was provided in the Board's packet that included statistics on membership. She stated they were slightly down on family memberships from previous years as well as down in August family and individual memberships. Ms. Tierney stated credit card usage increased dramatically, and they had a discussion about the fees and how they

would handle them in the future since this year they just absorbed the cost of the fee. Ms. Tierney stated they will discuss this in more detail next meeting. Ms. Bunn asked if members were able to use credit cards to pay for their Pool membership, and Ms. Tierney agreed. Ms. Tierney stated they paid on-line, and there was significantly more on-line usage this year. Ms. Tierney stated there was also an issue with the fee which they were not doing correctly, and they have to assess the fee differently in the future.

Ms. Tierney stated there were approximately 8,000 key fobs issued for Pool members between the months of January and August. Ms. Tierney stated all memberships, documentation, and photos can be submitted by e-mail, which streamlined registration and greatly reduced the line; but there was a lot more back end work so they need to find a better way to upload the photos rather than through e-mail. She stated currently members cannot upload the photo from their home but it can be done at the Township Building.

Mr. Wysocki asked the percentage of those paying for their memberships with a credit card, and Ms. Tierney stated she will have a better report on that in the future. Ms. Tierney stated the credit card charges in total came through all of Park & Rec so they need to aggregate the information a little better to find out how much of that was Pool, how much was Community Center, etc. She stated she will have a better idea of that by the next meeting. Mr. Wysocki stated if they find that the majority of members did this, they should just include the fee in the membership fee. Ms. Tierney stated they did discuss increasing the fees last year, and she feels this should be considered for next year. She stated they need to consider the repairs that need to be done and the cost of business. She stated possibly they could have a small percentage increase across the board.

Mr. Wysocki stated based on the metrics he assumes the revenue went down for the year, and Ms. Tierney stated it did go down although not as bad as two years ago. Ms. Tierney stated there is a year-to-year report in the back of the report that has been provided to the Board.

Mr. Krauss stated they had a big marketing push a few years ago, and Ms. Tierney stated that was approximately five years ago. She stated they are planning to revamp this year to see how to improve including different offerings.

Ms. Tierney stated the new gate entry procedures were confusing at first, but it eventually made it much faster having the fast pass lanes for those who had their key fobs and did not have a guest. She stated the point of sale system was much easier for her to track data, and it was real-time data and not hand written. Ms. Tierney stated the on-line registration for swim lessons was very easy as they went forward as well. She stated there were a lot of credit card payments for swim lessons.

Mr. Brody stated there was some confusion as the swim lessons were registered for three or four weeks at a time; and even if they sent an e-mail, it was not obvious if you were registered. Ms. Tierney stated they will make that more clear. Ms. Tierney stated the classes were mostly filled. She stated the Mommy and Me class was very popular, as were many of the programs.

Ms. Tierney stated they made some improvements at the Pool using brighter colors. She stated there is a mural up although it is not completely done. She reviewed pieces of equipment that were purchased for the snack bar this year. She stated signage for the facility was updated to make it clearer. She stated they need to address the Olympic pool wall, and she is working on that now with the new Township Manager. Ms. Tierney stated there is a loss of water which is an expense due to the wall so it needs to be addressed. She stated they will continue to update and brighten the facility adding where they can.

Mr. McNamara asked if money goes into a “rainy day fund,” and Ms. Tierney stated there is a Pool fund. Mr. McNamara asked if it is possible to turn the pool into a salt water pool which would save on chemicals; however, Ms. Tierney stated that would be a very large expense. Ms. Tierney stated some of the filters are coming to the end of their time, and they might be able consider this in the next few years if that is an interest for the community. Ms. Tierney stated this year they are re-evaluating all of the chemical deliveries including who they get chemicals from, pricing, and how items are ordered to see if they can be more efficient. Ms. Bunn asked if it would be possible to change over one pool to a salt water system, and Ms. Tierney stated she will have to look into this. Mr. McNamara stated it would save on chemicals and maintenance, and Ms. Bunn stated it is also better for the swimmer as well.

Mr. Brody asked if they are looking into why there was a decrease in the family memberships. Ms. Tierney stated this year she wants to do a complete evaluation of everything from how the staff is trained, how they place orders, membership history, etc. and try to make things more efficient. She stated this was done a few years ago; and since they are seeing a downward trend in membership, she feels they need to make a new plan. Mr. Krauss stated he feels they should be able to find out who did not renew and look into whether they are still residents, whether they aged out, etc. Ms. Bunn stated she is aware of five families who were previously members who built their own pool. Ms. Bunn stated once the children in the family are fifteen or sixteen, the families do not usually renew since the children are no longer going.

Mr. Brody stated everyone is driving the wrong way in the field-side of the parking lot, and they are all going too fast. He stated there is a need for “Do Not Enter” signs at certain locations. Mr. Krauss stated this has been going on for years. Ms. Tierney stated she feels this is an easy fix, and they could make up some signs in the sign shop. Mr. Grenier stated they should have Mr. Hucklebridge, the Public Works Director, and the Traffic Safety Officer consider the best way to manage this.

#### COMMUNITY CENTER PROGRAMMING UPDATE

Ms. Veronica Giles, Program Coordinator, was present. Ms. Tierney introduced Mr. Tim Sporek who is the new Intern from Temple. Ms. Giles stated they are using the Community Center six days a week, Monday through Saturday morning and night. She stated they have some leads for Sunday programming.

Ms. Giles stated they ran 41 classes, meetings, and programs throughout the month of March compared to April when they increased that to 104 classes, meetings, and programs. She stated in July they ran 116 classes, meetings, camps, and programs. She stated the busiest times are Tuesdays and Wednesdays. She stated the quiet times are Sundays, Monday afternoons, and Friday afternoons. Ms. Giles stated they ran some successful summer camps, and they have introduced rentals. She stated the Newtown Quilters’ Guild is very happy having their monthly meetings there and they also do workshops every few months. She stated they also have the PEO, the Philanthropic Educational Organization which holds their monthly meetings there as well. Ms. Giles stated this winter the Community Center served as a warming station and families came in to charge their devices, stay warm, and were provided water and light sustenance.

Ms. Giles stated they ran six successful summer camps. She stated two of the camps had to expand registration and three of them filled completely. She stated the rental opportunities have increased, and they are open for organizational meetings for sports groups, local groups, and school groups. She stated they did AARP taxes for Seniors and also had a service come in to do free Senior SEPTA passes. She stated they also have an Indian dance group that will be renting the Community Center in the upcoming months.

Ms. Giles stated they have more than doubled their class registrations from spring to summer. She stated from the time they opened until the end of May, they had 70 registrants, and over the summer they had 155. She stated currently they have 97 for the fall programming. Ms. Giles stated they are continuing to find new ways to market. Currently it is a “grass-roots” campaign, and they distribute the guides to local stores, as well as have them available at the Community Center and the Township Building. She stated it is also available on-line. Ms. Giles stated they

are listening to feedback and suggestions as to what people in the community want. They have increased the sessions for classes that went well. She stated they are always accepting new instructors for class offerings.

Ms. Giles stated parking can be an issue at certain times; and on Tuesdays during the Senior Meet and Greet, all day Wednesday, and during special events and other large gatherings, the entire parking lot has been filled and there is parking on the grass. She stated when the Seniors have to park in the gravel or the grass if they get there late on Tuesdays or Wednesday, the staff does hear about it from the Seniors.

Ms. Giles stated they also have issues with staffing after 2:00 if there is turnover that needs to be done with breaking down/setting up. She stated there is also the need to have staff stay late if there are bigger groups such as the Newtown Quilters Guild. Mr. Wysocki asked why 2:00 is a challenge, and Ms. Giles stated sometimes the Seniors card group stays until 3:00 p.m. or 4:00 p.m. which is difficult if there is a group coming in that night, and the staff has to put away all the card tables, chairs, and clean up and then bring in different larger or round tables.

Ms. Giles stated they are looking into more programs for teens. She stated they had art programming specifically for teens, but it was not filling up. She stated the Youth Committee is working on this, and they are interested in hosting a seasonal teen night with a different theme each time such as art night, open mic night, etc.

Ms. Giles stated they are also looking into reserving space for private events in the future. She stated they wanted to make it just open to the community initially; but something small such as a birthday party could be offered with local contractors. This would bring in revenue during slower times.

Ms. Giles stated they brought in a self defense group that had done programs at the Schools that will be doing programs and workshops. Ms. Giles stated they also started having a First Friday event. Ms. Giles stated they started a Walking Club with one of the residents, and the last walk had fourteen in attendance. She stated they meet at the Community Center and take a different walk each time around the Township.

Ms. Giles stated they are also partnering with the Golf Course. She stated they will start with a program which will be Senior co-ed golf lessons. Registration began two days ago, and they have had a lot of interest with nine people signing up already. The class is capped at twenty. She stated it is an eight-class program in October from 1 to 3 p.m. The sign up is through the Community Center, but the lessons are at the Golf Course. The cost is \$25 per class or you can sign up for all eight classes for \$160 for residents. Ms. Tierney stated they are also looking into future ways to partner with Makefield Highlands either going there or having

them come to the Community Center. Mr. Grenier stated the Board of Supervisors is currently looking for ways to improve revenue at the Golf Course especially on the food and beverage side.

#### FIVE MILE WOODS UPDATE

Mr. John Heilferty, Five Mile Woods Naturalist, was present. He thanked Ms. Tierney and her staff for their help. Mr. Heilferty stated they continue to have a tenant in the house who is a pleasure to have on the premises. Mr. Heilferty stated the Friends of the Five Mile Woods continue to be a big help. He stated they do a number of educational programs throughout the year including a frog walk this year which was held the earliest in the year ever. He stated they had a maple syrup demonstration in March which is one of their bigger events. He stated the gentleman who helps them with that is having some health issues, and they hope that this program will be able to continue. Mr. Heilferty stated they usually have two Open Houses every year – one on Earth Day and one in the fall. He stated he was happy to take part at Community Pride Day and get the word out about the Five Mile Woods. Mr. Heilferty stated he and the Friends of the Woods coordinate monthly work days the second Saturday of every month from March through November. He stated in the fall and in the spring they often have Pennsbury High School National Honor Society and Junior High Honor Society members help out at the work days for volunteer hours. He stated residents also help out as well.

Mr. Heilferty stated he has had the opportunity to work with Scouts over the past year, and one Scout recently completely a very large deer enclosure which is a test plot where they fence out an area so they can observe what happens with the vegetation inside the fence compared to outside. He stated the area where the Scout did the enclosure is an area where they have pink lady slippers, and he is interested to see how this will impact the pink lady slipper vegetation which has been dwindling. Mr. Heilferty stated this enclosure is 75' by 100' which is a large enclosure. Mr. Heilferty stated the Scout did a great job and received a Grant in the amount of \$500 from an environmental organization as well as raised funds through a number of other fundraising events. Mr. Heilferty stated he is working with another Scout at this time on coming up with a project. He stated he has good experience working with Scouts and tries to steer them toward something that is not only a need for the Woods that would benefit the community, but will also be something they are interested in doing and will mesh with their skills.

Mr. Heilferty stated the deer hunt in the Woods starts September 20. He stated they have them working the Preserve for forty-three days this season mostly Thursday, Friday, Saturday periods starting September 20. He stated he tries to balance the

competing needs of having the Woods be a passive recreation facility and the need to do what is best for the forest ecology which involves managing the deer population. Mr. Malinowski asked how much they have to cull the population this year. Mr. Heilferty stated previously they paid to have an individual film the preserve with an infrared camera, and he indicated there were fifty-three deer on the property; and the property, if you include the Guzikowski farms and the Banko and Foulds properties, should have approximately fifteen deer to keep forest ecology in balance. He stated he does not feel they will ever get to that number, and it is more about recognizing that they have to do the hunt on a regular basis to keep the numbers as low as they can get them. He stated there are too many deer in the Woods, and they are causing damage. He stated it is obvious what damage is being done when you see the growth in the deer exclosures.

Mr. McNamara asked if they have seen a difference since the archery program started, and Mr. Heilferty stated there are some areas in the Woods where he has started to see a noticeable difference in the number of saplings. He stated people are not happy that they do not always have access to the Woods. Mr. McNamara stated he understood that the hunting was only in the early mornings and the early evenings, and he asked if the Woods could not be open during the middle of the day. Mr. Heilferty stated in the past he has discussed with the Board of Supervisors that in other facilities in New Jersey where archery hunting takes place, they do not close the Parks, although they are posted and they recommend that people wear blaze orange. He stated he would not recommend this for Lower Makefield. Mr. Heilferty stated it has been determined that for liability purposes, the Park is closed for the whole day when hunting is taking place.

Mr. Heilferty stated two years ago they harvested three deer in over thirty days which was disappointing. He stated BOWMA is a great group and they hunt according to deer management regulations which requires them to donate their first deer and only shoot does. He stated they are a professional group and very safe. He stated last year they did allow them to have three temporary stands for the season, and they harvested eleven deer.

Mr. Heilferty discussed wildlife in the Township including bald eagles and coyotes. He discussed various insects which can create problems for certain trees.

Mr. Grenier asked if they have been doing any botanical studies at the Five Mile Woods, including plot surveys, to see how we are doing relative to the understory coming back as a result of the deer harvest in order to see what the distribution of species is in the Woods. Mr. Heilferty stated three to four years ago they had a Plant Diversity Index done with a number of experts and recently an author did a natural history book about the Preserve. Mr. Heilferty stated in association with the book, they updated the plant list for the property. He stated they have a good plant list,

and they have plots staked out where they did the PDI survey. He stated he has not spent the money to have the Index done again, and he understands that Bowman's is using a different methodology. He stated they have plots staked out in the Woods, and they have the ability to go back and revisit that.

Mr. Grenier asked if there are any restoration needs in the Preserve, and Mr. Heilferty stated the guide for preservation that was written for the Woods when it was preserved in 1980/81 acknowledges that the Five Mile Woods is a forest oasis but completely surrounded by anthropogenic influences. He stated even doing classic forestry such as thinning the forest was not made a priority. He stated they have not done any forestry in the Preserve; and to the extent to which they do management or mitigation, once a year they will try to remove some invasive species. He stated because of the size of the property and with help from only the Friends of the Woods group, they would not be able to do anything meaningful.

Mr. Grenier stated the Township is updating their MS4 Permit and looking at pollution reduction which could be between the basins and the stream restoration work that will be required over the next four to five years. Mr. Grenier asked that Mr. Heilferty advise him if there is anything he is seeing in the Woods. Mr. Grenier stated that he is also the Liaison to the EAC, and he asked Mr. Heilferty to bring up items to that group and the Township engineer.

#### BOY SCOUT PROPOSAL BY AIDEN MCNAMARA – INSTALLATION OF CORN HOLE

Ms. Tierney noted that the proposal was provided to the Board this evening. Mr. McNamara stated he is proposing to build a corn hole court for his Eagle Scout project. He stated corn hole is a multi-season sport. He stated it is a game in which small bags filled with dried corn are tossed at a target consisting of an inclined wooden platform with a hole at one end. He stated it is Nationally recognized and guidelines are established by the American Corn Hole Association. He stated there is a petition to make it a summer Olympic sport. Mr. McNamara stated he understands that Lower Makefield residents have expressed interest in creating corn hole at the Community Center. He stated sometimes the Senior population is at a loss for available activities; and although corn hole is a sport for all ages, he feels it is particularly good for Seniors, and Lower Makefield Township would benefit from more Senior activities.

Mr. McNamara stated he will follow all guidelines and dimensions outlined by the American Corn Hole Association and he provided pictures and dimensions as well as a Site Plan. He stated the court will be 33' from end to end consisting of two 30' by 9' pitcher's boxes, 27' from each other. He stated he is proposing that the pitcher's boxes be made of cement which Ms. Tierney indicated could possibly be donated by the Township. He stated he will cover the cement with turf that YMS has agreed to donate. He stated he plans on building the corn hole boards at home, and he will not be using any treated lumber. All power tools will be handled by adults. He stated he will paint the boards yellow with the new Park & Rec logo, and will make yellow and green bags filled with corn feed.

Mr. Malinowski asked where this will be located, and Ms. Tierney stated it will go where the bocce courts would have gone but could not fit at the Community Center. She stated after talking to the Seniors, she was advised that they did not want to move the bocce from its current location.

Ms. Bunn asked where the corn hole equipment would be stored, and Ms. Tierney stated it would be stored in the Community Center. Ms. Tierney stated the intention is that the boxes would be fixed to the ground, and they would not be storing the boxes – just the bags.

Mr. Wysocki asked where he would use cement, and Mr. McNamara stated the part where each person would toss from would need to be accurate and the cement would insure the fact that it would be the correct distance. Mr. McNamara stated there would be a concrete box on each side of the board.

Ms. Tierney stated this would be contingent on being able to switch the money allocated in the Budget that was intended to pay for bocce to corn hole.

Mr. Grenier stated the Township has an Impervious Surface Ordinance; and since it is going to be concrete, he will have to discuss it with Mr. Majewski, the Director of Planning, to see what the overall numbers are. Ms. Bunn stated she feels this will be less than what the bocce would have been. Mr. Grenier asked if the bocce was approved in the original Plan, and it was noted that it was. Mr. Grenier asked if they needed a Variance to do it; and Ms. Tierney stated while she does not believe they did, she will confirm it. It was noted that only the pitcher's boxes would be cement.

Mr. Wysocki asked that Mr. McNamara reinvestigate whether he really needs concrete, since if he defined the pitcher's box with a wall, he does not feel the material in there is that critical. Mr. McNamara stated while he could make it out of other material, he felt that concrete would be the best solution.

Mr. Brody stated he could dig a trench and put in some light rock with a border.

Mr. Brody stated if they want to have a league, they would want a boxed-in area so that it is more official that players are not going over the line. Ms. Bunn stated she does not feel there is an issue with using the little bit of concrete he is proposing. Ms. Bunn stated using concrete would eliminate the potential for standing in mud. Mr. Malinowski stated he also feels it would be less maintenance.

Mr. Wysocki stated if it is concrete, the bags could wear quickly if used by those who are not accurate throwers. Mr. Grenier stated the bags are inexpensive, and Ms. Bunn stated she does not feel purchasing new bags would be a concern.

Ms. Tierney stated at bocce most people bring their own equipment, and people may bring their own bags. Ms. Tierney stated she knows that there are people interested in having leagues for corn hole.

Mr. Wysocki stated he does not feel he needs to go to the level of installation proposed and it could be something simpler. Ms. Bunn stated she is in favor of the project as proposed.

Mr. Brody moved, Ms. Bunn seconded and it was unanimously carried to approve the proposal with possibly some slight design changes after review with Ms. Tierney and Mr. Majewski.

Mr. Brody asked Mr. McNamara his timeline, and Mr. McNamara stated he would like to complete it this fall.

#### COMMUNITY PRIDE DAY WRAP UP

Ms. Tierney stated it was very hot and humid this year on Community Pride Day. She thanked all those who came out and helped and supported the event. She stated this year they had some new events including bubble ball soccer, additional bands, raffle prizes, t-shirt sales, sponsorships, a few new demonstrations in the kids' fun zone, and 3 versus 3 soccer. She stated they did more marketing than they have done in the past. She stated they also had an airbrush face painter.

Ms. Tierney stated they had six food vendors; and while there were nine originally, they lost a few that day. Ms. Tierney stated all the food vendors were popular, and she particularly noted Chickie's & Pete's. She stated there were forty-five vendors which is more than last year. She stated in the 3 versus 3 basketball tournament they had 180 children, and 43 teams. She stated there were approximately 83 children in the 3 versus 3 YMS soccer tournament which was new this year. She stated PAA had a home run derby although she did not have the stats on it. She stated there were six bands playing on the main stage, five children's entertainers in the kids' fun zone, and kids' rides and amusements were available. She stated they had roving entertainment, and fire truck, EMT, and canine demonstrations. She stated there was thirty minutes of full sky fireworks at the end of the event.

Ms. Tierney noted the highest fundraiser from the dunk tank was from Edgewood School who donated \$173 to the PTO.

Ms. Tierney stated a few things can be improved upon. She stated this year she ordered a large number of t-shirts, but did not sell as many as she anticipated; and she feels the location was an issue. She stated next year she would order less and change their location. She stated the t-shirts were part of their marketing. She stated they gave them to the vendors, and if someone donated \$1,000 or more their name was on the t-shirt. Ms. Tierney stated the t-shirts are available for purchase at the Community Center for \$10.

Ms. Bunn stated she received feedback that people would have liked the food trucks to have remained while the fireworks were going off. Ms. Tierney stated they were supposed to stay, but there was miscommunication and they were directed to leave at 6:00 p.m.

Ms. Tierney stated next year they feel the hospitality tent should be more central, and they would have the t-shirts and raffle prizes there in the middle where people could access it better.

Ms. Tierney stated there was a lull around 3:00 p.m. and because of the heat people left; however, many came back for the fireworks. Ms. Tierney stated there was also a lull over the last two years from 6:00 p.m. until the fireworks, and she would like to find something that would keep people there while waiting for the fireworks. Ms. Bunn suggested pie eating and hot dog eating, contests etc. She also suggested that the event not start at Noon; and it may be better to start it at 3:00 so that people would not leave. Ms. Tierney stated they have given thought to that suggestion. She stated they found that the consensus was that people would buy lunch or dinner but not both. She stated if they

were to start the event later in the day as Ms. Bunn has suggested, it would actually save some costs for the Township to do that since they would not be paying as many vendors for as long a period of time.

Mr. Wysocki asked when people started arriving. Ms. Tierney stated they started an hour later this year than they did last year when they started at 11:00. Ms. Tierney stated the busiest time was around 2:00 and they then came back in time for the fireworks. Ms. Tierney stated it slowed down when the heat was at its height, but this cannot be controlled. She stated maybe they could have something for people to cool off if they see that it is going to be a hot day.

Ms. Tierney stated they are still looking for volunteers to join the Special Events Committee adding they help out with this and other events.

Ms. Tierney stated the sponsorships raised a total of \$9,750, and \$7,000 of that money is in. Ms. Tierney stated a number of people have committed to donate money next year if they have advanced notice.

Ms. Bunn asked about the possibility of moving the date. Ms. Tierney stated now that they have established some sponsorships, she would suggest that they keep the date the same. She stated people expect it to be held on this date, and the staff knows that they have to work this day every year. Ms. Bunn stated she feels it is hard to have it on Labor Day weekend, and she would prefer to move it to the following weekend. Ms. Bunn stated the Pool would not be a part of it, but people were not happy that they had to pay to use the Pool that day this year if they were not a Pool member. Ms. Tierney stated they actually did well with that; however, Ms. Bunn stated she did hear a lot of complaining about that. Ms. Bunn stated many people are at the beach on Labor Day weekend. Ms. Tierney stated it would be difficult to have it the following weekend because of the September 11 activities, and the staff could not do both activities.

#### DOG PARK UPDATE

Ms. Tierney stated there were weather problems on the day of the Dog Park Grand Opening. She stated they started to set up, and they had approximately ten tents up when a thunderstorm came through. They were going to wait, but the radar did not look promising; and she made the call to pack up and be safe. She stated she would like to have a small event next year in the spring. She stated they also talked about a Halloween event next year to start having activities at the Dog Park.

Ms. Tierney stated the Dog Park is open and is functioning. She stated the key scan they have is a swipe system, and there is a lot of room for error with this system. She stated since they are having trouble with it, they are looking at some other options and contacting other Townships who have systems similar to ours that are connected to the Internet in live time. She stated she is looking at something that is more of an optical scan using the same cards. Ms. Tierney stated with the swipe system, if you scan too fast or keep trying to scan in the door will freeze. She stated they have gone out to the Dog Park a few times to help people having trouble. She stated she wants it to be easier to get in. Mr. Wysocki asked where people get their cards, and Ms. Tierney stated they get them at the Township Building just like the Pool cards.

There was discussion about the total cost for the Dog Park, and Ms. Tierney stated Mr. Ferguson has been working on this.

Mr. Krauss left the meeting at this time.

Ms. Tierney reviewed statistics for the Dog Park as follows: She stated in June there were 617 swipes, and 152 of those were unique visits. She stated in July there were 932 swipes, and 191 unique visits. She stated in August there were 863 swipes with 173 unique visits adding the Dog Park was shut down for two days because the Internet went out. She stated total swipes since opening were 2,441 with 276 unique visits. Ms. Tierney stated currently there are 510 people registered with fobs for the Dog Park and 655 dogs. She stated 790 people took the class. She stated they are finding that some people go together all the time and only use one fob.

Mr. Wysocki stated he feels there is probably more attendance than swipes since people who are friendly who arrive together, probably swipe it once and both go in. Ms. Tierney stated they are trying to discourage that. She stated they did have five separate incidents at the Park that were severe, and when they reviewed them, they found it was because a rule was broken. She stated there was an unregistered dog in the Park, and there were children in the Park who should not have been there. She stated there was also a small dog in the large dog park. She stated she has been monitoring the cameras, and she did have to call some of the people. She stated there was a baby in a stroller in the Park, and she does not want there to be any problems. She stated the large dogs are running, and she wants to make sure people are following the rules so that no one gets hurt. Ms. Tierney stated if there is an incident, she is able to pull up the video and see who the user was at that time. She stated it has been very helpful to have the camera and the real time scan. She stated a number of Townships have contacted her about using our system.

Mr. Brody asked about the condition of the fields since they do not have the rest field and with the rain they have had, and Ms. Tierney stated they are doing relatively well. She stated there are high times when there are up to ten dogs. She stated mostly the large dog side fills up, and other times there are no dogs. Ms. Tierney stated there have been some issues trying to mow the fields with dogs in the Park early in the morning. She stated they try not to have the mowers in there when there are dogs in the Park. Ms. Tierney stated a good time to use the rotation field is when they need to mow.

Mr. Grenier stated there have been issues with the fence at the Dog Park. He stated during Memorial Day weekend when there was significant rain, part of what was then going to be the large dog park closest to the creek got washed out. He stated they went out to the site with the engineer who confirmed that the northern fence closest to the creek was built within regulated floodways and potentially regulated wetlands at the Federal and State level and also built within the Township's wetland and stream setback, as well as built almost entirely within a sanitary sewer easement. Mr. Grenier stated in addition to the fence there were forty truckloads of mulch added to the area about one foot deep which constitutes regulated fill in a floodway and a wetland all of which are not compliant with State and Federal regulations. Mr. Grenier stated the Township self-reported to the State; and the State indicated that provided the Township removed the fence and the mulch from the regulated areas in a timely manner, it would be okay. Mr. Grenier stated this work will probably be done in the next few weeks.

Ms. Bunn asked how far they have to move the fence. Mr. Grenier stated there is a 50 foot setback requirement from both wetlands limits and stream banks. He stated there are wetlands outside of the stream bank. He stated the fence is approximately 15 to 25 feet from the stream bank. He stated the setback requirement from a Township level would be about 50 feet from a wetland. He stated they did have a wetlands delineation done. He stated they might be able to reuse some of the fence to save on costs. He stated currently they are looking at layouts to replace the fence outside of the setback requirements and get in compliance. Mr. Grenier stated from where it is now, it will be an average of 50 feet.

Mr. Wysocki asked if the Plan went through an appropriate review process. Mr. Grenier stated he reviewed three years of meeting Minutes of the Board of Supervisors and the Park & Recreation Board; and although the Park & Recreation Board saw versions of it, it looked different from the final engineering plans. Mr. Grenier stated he believes in March, 2017, some Park & Recreation Board members made a presentation to the Board of Supervisors on the Dog Park, but that presentation did not look like what was built. Mr. Grenier stated ultimately

what they will end up with will look more like what the Park & Recreation Board presented. Mr. Grenier stated Boucher & James designed it, reviewed it, and did construction oversight. Ms. Bunn stated the Park & Recreation Board never sees Final Plans, and Mr. Grenier stated he understands that is not their job. Mr. Grenier stated it never went to the Planning Commission, and the argument for that was because there was no structure on the Plans so SALDO did not apply; however, there was a structure built as the Dog Park was being built. Mr. Grenier stated the EAC also never saw it, and they are the ones that would have called out the setbacks; and the Sewer Authority never saw it, and they are the ones that have the easement where the fence was built. Mr. Grenier stated when he finally saw the Final Plans, it took him approximately thirty seconds to realize what they had done since it was that obvious.

Mr. Grenier stated if there are future projects like this, he feels the Boards and Commissions should look at them and make comments. Mr. Grenier stated they will have to move the fence which will cost money to remove and cost money to put it back in. He stated they have done a preliminary review of the overall cost of the Dog Park, and it is over \$450,000 at this point while the Board of Supervisors only approved approximately \$211,000 with no change orders approved by the Board. He stated this has led to other Budget issues for other projects they wanted to do which they may not be able to do in a timely manner.

Mr. Grenier stated the initial estimate for putting in a new fence is approximately \$13,000 so they have to get Bids, although they may be able to reuse some of the existing fence and the cost could come down to \$8,000 or \$9,000. He stated he feels the fence will be removed in the next few weeks, but he does not have a timeframe for the replacement fence since they have to get Bids and go through that process. Ms. Bunn asked if they could put the new fence up first and then take out the old fence so that they can still use the Dog Park; however, Mr. Grenier stated they cannot, and they have to get the fence out immediately.

Mr. Grenier stated once they remove the old fence, they may be able to reuse some of the fence and put it in the new location without having to buy a lot of new fence. Ms. Bunn stated she is concerned about the timing; and if the fence is removed, and there is an early winter, they will not be able to put the fence in or use the park. Mr. Grenier stated if they wait any longer to remove the old fence, they will be issued Notices of Violation and be fined. Ms. Tierney stated it will not effect operations in any way, and they will never have to shut the Park down.

## RECREATION DIRECTOR'S REPORT

Ms. Tierney stated there are trees that are required at the Dog Park that have to be planted in accordance with the Agreement they have with Makefield Glen. She stated these will be planted in the fall, and she is currently seeking quotes for those.

Ms. Tierney stated she has an arborist going out to the Garden of Reflection and looking at some of the dead and dying trees to make sure those that are dead can be replaced with like trees. She stated there is a year and a half on some of the trees that did not make it through the winter in Memorial Park, and they are looking to have the group that planted them come out and replace them in the fall as well.

## LIAISON REPORTS

Mr. John Evans, PAA, and Mr. Les Venella were present. Mr. Evans stated they discussed some ideas for the Fred Allen Complex with Ms. Tierney that Mr. Vanella's Gold Team would pay for. Mr. Evans presented an aerial showing where they would like to put in fencing to create a safe warm up area for pitchers and catchers which the facility lacks currently. Ms. Bunn asked if they could move it to the back end of the foul, and Mr. Evans stated they could move it back a little bit although they have the swing gates in that area to get the mowers in. He stated they would get it as close to the gate as they possibly could.

Mr. Evans showed Field #1 where there is a yellow line shown. He stated at this field with right-handed batters, foul balls are going into the woods which is costly as they are losing balls. He stated they would like to install a mesh net that would go 10' over the back stop and 20' over the dug out to catch some of the balls and save some money. Ms. Bunn asked if they would do this at Caiola as well since they have the same issue at the two new fields. Mr. Evans stated they are representing softball, and no one from the baseball side has mentioned this. Ms. Bunn stated it is a problem because of the ticks. Mr. Evans stated he did bring this up at the Executive meetings, and no one brought that up. Ms. Bunn stated as long as this is not coming out of the Township's Budget, and the softball group is willing to make this improvement, she does not have a problem.

Mr. Evans noted the batting cage that was off the parking lot by the woods is an improvement that is taking place currently, and it will be a concrete pad with turf over top of it. He stated the new structure with that will be similar to what has

been done at Caiola, and it will be a mesh net. He stated when there are tournaments or games waiting to happen that area becomes the warm up area, and along that batting cage, they would like to put in a fence that would protect the mesh net. He stated this will buffer the area.

Mr. Evans stated the final issue relates to fencing and Mr. Venella paid to get the yellow capping along the fence a number of years ago. He stated the way the fence was installed there are sharp edges along the bottom and shoes are going under it and getting cut. He stated the idea proposed is to take the capping off, take the fence out and flip it so that the sharp edge would then get capped and the rounded safety edge would be at the bottom. Mr. Venella stated the fences were installed upside down at Fred Allen. He stated it would be a minimal charge to flip the fences, and he is willing to pay the cost for this. Ms. Bunn asked if the fences are in good enough shape to do this, and Mr. Venella stated he feels they are fine. Ms. Bunn suggested they get something in writing so that they do not have to pay for all new fencing. This would be for all three fields.

Mr. Wysocki asked if any of the changes discussed would require review by engineers, and Mr. Grenier stated there are fence Permits, and Ms. Bunn stated they are already there. Mr. Grenier stated he feels they should still discuss this with Mr. Majewski. Mr. Evans stated they do have details on the fencing from the fence provider.

Mr. Wysocki asked if this can just be endorsed by the Park & Recreation Board or does it have to go before the Board of Supervisors. Mr. Grenier stated he believes it should go to the Board of Supervisors. Ms. Bunn stated typically items this small do not go to the Board of Supervisors. Mr. Grenier stated the batting cages went before the Board of Supervisors; however, Ms. Tierney stated they did not go before the Board of Supervisors for those. Ms. Tierney stated she will discuss this with Mr. Ferguson. Mr. Malinowski stated the Park Board does not have an objection to the proposals. Ms. Tierney suggested that the Park & Rec Board vote on it, and they could make a recommendation to the Board of Supervisors and the Chair could determine whether this is something that the Board of Supervisors has to rule on. Ms. Bunn stated she does not want to do this as they have never had to do this in the past, and she would not want them to say that the Park & Rec Board cannot make decisions since that is what the Park & Rec Board is for – making these small decisions. Mr. Malinowski stated this is being done at no cost to the Township. Ms. Bunn stated they are not asking for any money, and she would not want to start a precedent that now they would have to go to the Board of Supervisors for every little thing. Mr. Grenier stated technically all of the Boards and Commissions are advisory boards, and the Supervisors have fiduciary responsibility.

Mr. Grenier stated they advise the Board of Supervisors, and Ms. Bunn stated they have not had to do this in the past. Mr. Grenier stated that is the rule, and there is a new Board, and a new Manager. He stated there are rules and regulations in the Second Class Township Code. Ms. Tierney stated this would set a precedent and they could make a recommendation and the Chair of the Board of Supervisors could then indicate that they do not need to see these types of things, and they would then know what to do in the future.

Mr. Malinowski moved, Mr. Brody seconded and it was unanimously carried to approve the changes recommended by PAA Girls Softball with a copy of the recommendation sent to the Board of Supervisors.

Mr. Brody stated he lives across the street from Field #1 and there were surveyors there looking at the trees which relates to the bike path that is going to go in. Mr. Brody stated he wants the trees to remain as it will provide light shelter for the residents if PAA ever requests lights, and it will also protect the view for the batters.

Mr. Dean Curtis, Lower Bucks Lacrosse, thanked the Township for including them in Community Day. He stated next year they plan to run a small 3 v 3 tournament for speed lacrosse, and they would like to do it later in the day on Community Day so as not to coincide with basketball and baseball, and it might keep people there longer. Mr. Curtis stated the majority of players in Lower Bucks Lacrosse are from Lower Makefield Township. He stated they are also looking into buying an inflatable for a fastest shot contest as they do several events throughout the year, and he asked they would need to have a special Permit to have that at Community Day; and Ms. Tierney stated they would not.

Mr. Curtis stated they are starting to plan for their spring season, and he would like to apply for fields in Lower Makefield Township if there are any available. He stated they have 500 members in Lower Bucks Lacrosse; and he asked if they had 100 of them playing on Lower Makefield Township fields but 400 not playing on Lower Makefield fields because they cannot be accommodated, would they have to pay user fees for all 500 players in the organization or is there a way to just pay for those who are playing on fields in Lower Makefield. Ms. Tierney stated they could break it out and just have specific players listed who are using the Lower Makefield fields. Ms. Bunn stated it would have to be the same players using the Lower Makefield fields all the time.

Mr. Curtis stated they submitted all their information to the Bucks County Planning Commission, and he asked if there is an update on their findings; and Ms. Tierney stated they have not heard back yet. Mr. Curtis stated he is asking because they have a relationship with Middletown Community Park which is the primary home for Lower Bucks Lacrosse; however, less than 20% of their players are from Middletown, and they are starting to get pressure from their soccer program because Lower Bucks Lacrosse is monopolizing the Park in the spring. He stated while Lower Bucks helps them repair fields, etc. their soccer program is growing and they have the need for fields in the same months that Lower Bucks Lacrosse is using the fields. Mr. Curtis stated he is trying to plan for this spring and also for 2020 as well. Ms. Tierney stated she received a call from the Middletown Township Director because our LMFA players were playing on the Middletown fields without a Permit so it seems that LMFA is running tight for space as well. She stated the LMFA players were asked to leave the fields in Middletown.

Mr. Brody asked if Snipes will be going on the next Board of Supervisors' Agenda, and Mr. Grenier stated it will not. Mr. Grenier stated they have not heard anything back yet on the Needs Assessment although they know that Mr. Curtis and others have provided their data. He stated they are waiting for the Bucks County Planning Commission to produce the report. Mr. Grenier stated it will then be analyzed by the Township, and they will start the process. He stated they have had the Township engineer value engineer what was designed before, and they found that it was a "sub-standard" design and they paid to have them update the design. He stated there would be no loss in fields, but there would be improvements to the infrastructure; and there would be savings of approximately \$500,000 with more amenities. Mr. Grenier stated that is just for Snipes, and they are looking at other places as well so that they can do a true alternative analysis. Mr. Grenier stated they might ideally be able to discuss this in the fall and move it forward through public meetings and public biddings. He stated this would also coincide with Budget season. He stated he does not feel fields will be ready in time for spring, 2019. He stated in some of the initial reviews he had seen there were seventeen Waivers and Variances, and they have been able to get it down to four or five by doing the design changes. He stated they have also changed public notice requirements so that this will not be an issue that could be argued in Court.

Mr. Curtis stated he does not feel the proposed design with the loop road around works, as can be seen at Macclesfield. Mr. McNamara stated Snipes would have two entrances compared to Macclesfield which has only one. Mr. Curtis stated a lacrosse ball can go as high as 90 miles an hour, and a ball coming off the end lines into the loop road would be a problem. Mr. Grenier stated they have some alternatives that address that concern and would also save money on pavement. He also stated

pavement reduction would reduce the amount of stormwater management they need to do. Mr. Grenier stated for their program they are putting money aside now in case they have to install end line fencing.

#### DISCUSSION OF YMS TURF FIELD

Mr. Brody stated there was a college game on the new turf field on Thursday at Macclesfield, and he asked if that field is leased out by the Township or YMS. Ms. Bunn stated that is controlled by YMS. Ms. Tierney stated YMS schedules the turf, and she defers to them for the scheduling. Mr. McNamara noted that a number of schools use that field. Ms. Bunn stated YMS pulls the Permit, but they allow others to use the field as good will.

#### RECOMMENDATION TO THE BOARD OF SUPERVISORS REGARDING ADVERTISING FEES FOR THE COMMUNITY GUIDE

Ms. Tierney stated she would like to pursue selling advertising in the new Community Program Guide to offset the cost. She stated a number of people have requested space in the booklet. She stated it is expensive to print the Guide. She stated they printed 3,000 copies and the interns take it different locations in the Township and Yardley Borough. She stated it would cost \$12,370 per time to print it. Ms. Bunn stated the Guides they receive from Pennsbury are printed on regular paper which would be less expensive. Ms. Bunn stated she would not want to see numerous Real Estate ads in the Guide. Ms. Tierney stated they would limit the amount of advertisements sold, and they are also going to look at less expensive paper. She stated they priced the advertising based on current costs. She stated the rates proposed are \$300 for one quarter of a page one time and \$600 for two prints, \$500 for half a page for one print and \$1,000 for two prints, and \$900 for a full page for one print and \$1,700 for two prints.

Mr. Wysocki asked if they could do inserts, and Ms. Tierney stated they could. Mr. Wysocki stated in this way if someone does not want to read the ads, they could throw the inserts out. Ms. Bunn stated she did not want to see lots of little Real Estate ads. Ms. Tierney stated they would have to limit it to a certain percentage. She stated there is a company which would do the guide at no cost to the Township, but it would be approximately 50% to 75% advertisements. She stated she would like to keep the Guide nice and show that the Township is a

great place to be and show off the assets. She stated this Guide is modeled somewhat after Doylestown which has a very nice Guide that they do. Mr. Wysocki asked if the amount of space rented in the Guide would cover all the costs; and Ms. Tierney stated while it would not, some of the programming would cover the cost as well. Ms. Tierney stated revenue will increase as programming increases. She stated at this point they need to get the word out as there are many people who come to the Community Center asking what the building is.

Ms. Bunn asked if the intention is to mail out the Guide; and Ms. Tierney stated it is, and the cost given is to print 12,500 copies, sending it to 11,731 households with the remainder distributed to stores, etc. She stated people do not know about the programming. She stated she lives in Middletown and looks forward to receiving their Guide three times a year to see what is going on in the Township. She stated she had someone come to her office and advise her that they did not know all the Parks and facilities there are in the Township. Ms. Bunn stated she would be in favor of doing it once; however, she feels everyone gets so much “junk mail,” she feels many families will just throw it in the trash. She stated they could do it once and advise the locations where future Guides can be found such as the Library. Ms. Tierney stated the cost would come out to \$1 per household. Mr. Grenier stated he also feels it is a lot of paper. Mr. Grenier asked what they are making on programs if they are spending \$12,000 on promoting programs. Ms. Tierney stated they made \$22,000 in programming without promoting; and if they were to promote it and get a third of the people to sign up, or 3,000 people, that is significant.

Ms. Bunn asked if they were planning on spending \$12,000 twice a year, and Ms. Tierney stated it would be sent out twice a year. Mr. Brody stated he would be in favor of doing it once, but would also like there to be an opt-out so if families do not want it or want to receive it electronically, they could do so. Ms. Tierney stated she would like to do it at least once to see if it proves to be a good thing. Ms. Bunn stated she would like to see a link to the Guide on the Park & Rec Township Website page so that people could opt out from receiving it in the mail. Ms. Tierney stated she would have to look into the logistics of that since that could involve a huge amount of her time to manage.

Mr. Malinowski moved, Mr. Brody seconded and it was unanimously carried to approve the advertising fees for the Community Guide.

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There being no further business, Mr. Brody moved, Ms. Bunn seconded and it was unanimously carried to adjourn the meeting at 10:30 p.m.

Respectfully Submitted,

Douglas Krauss, Secretary