

Park and Recreation Commission  
Regularly Scheduled Meeting  
June 2, 2010 Approved Meeting Minutes

Meeting called to order at 6:37 pm.

Mission statement: To facilitate the development and maintenance of safe and accessible passive and active, park and recreational facilities to meet the identified needs and interests of the residents of East Fallowfield Township, Pennsylvania.

Attending members: Jeanne Berlin (JBe), Brian Carling (BC), Sally Green (SG), Dan Johns (DJ), Barbara Lowe (BL), Peter Massaro (PM)

Absent members: Jay Hunter

A. Old Business

1. P&RC meeting minutes
  - a. Review and discussion of May 4, 2010 meeting minutes. BC moved to accept minutes as presented. The motion was seconded by DJ. The vote was unanimous.
  - b. Approved May 4, 2010 meeting minutes were not available.
2. Update on BOS meeting of May 25, 2010
  - a. BOS approved use of Chris Della Penna for engineering associated with moving the boardwalk (PECO Grant) to the pond area - fees to be taken from fee-in-lieu of monies
  - b. BOS approved reimbursement of the David Turner Memorial bench money to the family
3. David Turner Memorial
  - a. As noted above, the BOS approved payment for the bench pending a receipt from the funeral home.
  - b. The bench is expected to arrive around the end of July.
4. Patriotic Landmark
  - a. BL noted that over 50 people attended the landmark dedication ceremony and seemed to enjoy the event.
  - b. Two bricks were damaged during installation; Ginty has offered to replace them. At least one brick has an engraving error. DJ suggests offering Mr. Ginty and Mr. Rapp an 8" x 8" brick as a gift of appreciation for going beyond during construction and dedication. PM made a motion in recognition of volunteer services of Ginty Associates and Brandywine Flags, that an 8" x 8" brick be purchased by P&R for installation into the landmark. BL seconds - 4 in favor and 1 abstained
  - c. A second engraving will be submitted in approximately 2 months to address cracked bricks, misspelling, acknowledge volunteer activity and as a last call for 2010 orders from the public.
  - d. Lessons Learned from the event
    - a. Develop list of invitees (include dignitaries, fire and ambulance companies, scouts, band groups and veteran groups)
    - b. Consider expanding scope of event or combining with another event
    - c. Prepare better for wind (stakes, weights)
    - d. Have first aid kit available (consider first responder training for group)

- e. All were in favor of making this an annual event and possibly expanding the activities
- 5. Jill Bukata, township manager, has requested help to reconcile grant list and how the funds should be entered into various accounts
  - a. The group would like clarification on when three bids are required for expenditure, how we get reimbursed and how the P&R budget is developed.
- 6. PECO Greener Region Grant
  - a. The last workshop was dedicated to relocation of the footbridge to the pond area where washout and softness in the trail has been an issue. There will be a modification to the stormwater permit with Chris Della Penna's help. JBo is continuing to research the wetlands crossing issues.
  - b. Natural Lands Trust (NLT) has verbally approved the change and BC is to provide a letter documenting the issue.
  - c. BC to address liability issues of construction and park events with Jill Bukata. BC to inquire about language in township policy regarding P&R and its volunteers.
  - d. DJ to contact Ginty regarding potential material vendors
  - e. Construction dates have not been set but the grant must be completed by December 2010.
  - f. BC to request release of the funds provided by PECO and township match funding from BOS.
- 7. WREN Grant
  - a. The Rain Garden planting event went well with over 30 people attending and learning about this stormwater management approach.
  - b. Wording on sign being revised to be an roughly 8<sup>th</sup> grade level per WREN comment; awaiting WREN approval to proceed with sign.
  - c. SG is finalizing the website and will be seeking permission from parents to use images that include their children. When finalized, it will be submitted to WREN for approval. Bill Harker to attend the conference and JBe is to prepare the final report.
- 8. Dinniman Grant
  - a. P&R pavilion subcommittee is set to meet with the BOS at their workshop scheduled for July 8<sup>th</sup>.
- 9. Meeting Schedule
  - a. Next P&R workshop is scheduled for June 15<sup>th</sup> and will include a meeting with Friends of the Park.
  - b. Next regularly scheduled meeting is on July 6<sup>th</sup> at the township building.

## B. New Business

- 1. DJ inquired about the status of Jay Hunter who was contacted by BC. Jay indicated that he would be rejoining the group soon but his absence will be further assessed by additional inquiry.
- 2. Dan Selin (Troop 117 Leader) expressed interest in helping with the footbridge. He also mentioned that his son, Danny Selin, has an interest in constructing a privacy screen around the portable toilets as an Eagle Scout project. He was encouraged to have Danny attend one of our meetings to present his concept.
- 3. The videographer that worked with Ginty during construction has a finished video that he would like to post to the township website. **Action Item** is to contact Jill Bukata regarding posting.

4. SG mentioned that the Chester County Community Foundation in West Chester may be an additional source of funding, especially in light of budget cuts at most levels of government. **Action Item** is to follow up with the above mentioned group.

Meeting adjourned at 8:49