

**PARK & RECREATION ADVISORY BOARD
MEETING MINUTES
February 16, 2016**

A Regular Meeting of the New Britain Township Park and Recreation Advisory Board was held on February 17, 2016, at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, beginning at 7:00 p.m. Present were Advisory Board Members: Marco Tustanowsky, James Bender, William B. Jones, Charles Maeyer, and Robert Ralston. Also present were advisory committee member Nancy Jones, Junior Member Samuel Garcia, and Township Assistant to the Manager Angela Benner. Secretary Jo Ann Lapp, Advisory Committee Member Regina Armitage, and Junior Members David Turich and Kyra Tustanowsky were absent.

1. **Call to Order:** Mr. Tustanowsky called the Meeting to order.

2. **Approval of Minutes:**

2.1. **Minutes of January 19, 2016 Park and Recreation Advisory Board Regular Meeting:** Mr. Tustanowsky requested the word "told" under other business be changed to "informed".

MOTION: A motion was made by Mr. Bender, seconded by Mr. Ralston and carried unanimously, to approve the January 19, 2016 Minutes with requested change.

3. **Robert V. Cotton Park:** Ms. Benner presented the sketch plan for the Robert V. Cotton Park and stated that the Township plans to submit a grant application to the Department of Conservation and Natural Resources (DCNR) for construction of the Robert V. Cotton Park. The current sketch plan shows a regulation baseball and softball field, concession stand, tot lot, announcement booth, restroom facilities, parking, and stormwater facilities. Ms. Benner stated that on February 5, 2016 she met with DCNR's regional advisor to discuss the plan and funding opportunity. The Regional Advisor provided good informative feedback. One of the criteria items for the grant application is having existing partnerships. The members of the Board requested a roundtable meeting be setup with members of the local sport organizations to discuss the possibility of the organizations donating bleachers, dug outs, or providing a monetary donation that could go towards the construction of facilities at the park.

Ms. Benner stated that due to the extra land that was donated to the Township by Quad Graphics, there is the ability to add additional facilities for the recreational purposes and asked the Board for recommendations. Mr. Jones suggested a street hockey / ice hockey facility that can be used year round by the public. Mr. Garcia suggested tennis courts for this location and Mr. Jones added they could actually be a multi-purpose tennis / basketball courts. Mr. Bender expressed concern that there are existing tennis courts and street hockey facilities at Whistle Stop Park which is located in Hatfield Township just around the corner. Ms. Benner stated that although those facilities exist close by, there is hundreds of Township residents located within walking distance to the proposed park, which would make it convenient for our residents. Mr. Bender suggested a gigantic sand box and water play area. Both of these he has seen at other locations and stated that people are always using them. In addition, Mr. Bender stated that it is important to make sure that facilities for all ages are available so that when a parent brings their 3 year old and 7 year old both kids have something age appropriate to utilize. So therefore, if a tot lot is being proposed near the softball and baseball fields, then maybe a playground system for a different age group is available as well. Angela thanked all the members for the great variety of ideas and stated she would move forward with discussion with the Board of Supervisors for their input as well.

Mr. Maeyer asked how budgeting and phasing would be approached. Ms. Benner stated that she is currently trying to create a sketch plan that shows what can be installed at the park, and decide what should be implemented and constructed first. The main items to be installed will be the ballfields, parking lot, walking trail, and stormwater facilities. This is planned as phase one. However, if funding would allow for additional items during phase one, the board and the Township would need to decide what else they want completed in phase one. For future phases it

would all depend on what is warranted or needed at that time and what financially will work. That could be lighting of the ball fields, or that could be installation of the recreational facilities like the tennis court or water play area that was discussed as possible recreation amenities for this site.

4. Park and Trail Updates:

4.1. Veterans Park: Ms. Benner announced that an application was submitted to the Bucks County Open Space Board to use the Townships remaining \$195,000 of County Municipal Open Space Funds for the construction of Veterans Park. After presenting the application to the Board they voted unanimously to recommend approval of the application to the County Commissioners. Ms. Benner stated that the Board of Supervisors has budgeted for the required 25% match in their 2016 general fund and that the Township Engineers are currently working on engineering the Veterans Park Plans and creating the bid documents. Tentative construction is planned for late summer 2016. Mr. Bender asked if anything was finalized for the monument. Mr. Tustanowsky responded stating that although nothing is finalized the committee would like to have something installed that looks natural, nothing in your face like a tank. Mr. Bender stated that he agreed.

4.2. Neshaminy Greenway Trail: Ms. Benner shared the most recent sketch plan with the Board and stated that the Township applied for a TAP grant in the amount of \$1.6 million dollars. The TAP grant, if awarded, could fully fund the construction of the Neshaminy Greenway Trail (NGT). However, if the grant is not awarded, there are no funds budgeted by the Township for construction of the NGT. Ms. Benner also added that the engineer, who is designing the trail with grant funding, has currently been surveying the trail for viability and for location of all utilities. Mr. Tustanowsky stated that the Board has added the NGT to their agenda for the February 22, 2016 regular schedule meeting to address concerns of residents that live near the proposed trail location.

5. Thank You for Your Service Award: Mr. Tustanowsky recapped previous discussion the Board at their January 19, 2016 meeting discussing different ways to recognize Daniel Mackintosh's 13 years of dedicated service to the Park and Recreation Board. Ideas that were suggested were placing a plaque on a pavilion, tot lot, or ballfield, something that can be seen by the public. Since the Park and Recreation Meeting in January, the Board of Supervisors reviewed the recommendations and suggested that the Park and Recreation Board consider the idea of placing a plaque at a tree in the park or a plaque in the Township Building.

Mr. Bender stated that he liked the idea of a plaque with name plates for individuals who served on the different Township Boards placed in the lobby, although suggested that guidelines be created for how names are placed on the plaque. One suggestion is that an individual has to have served 10 or more years. Mr. Maeyer stated that guidelines are important so that no one's service is diminished. Mr. Jones stated that there are a number of committees with individuals with many years of service. The idea is to have a different plaque for each committee. Mr. Jones also added that it is important to place the plaques in the lobby. The Park and Recreation Advisory Board agreed that it would be a great idea to create a plaque for each committee that would have name plates from past and future members that serve the Township for 10 or more years. It was suggested that the Park and Recreation Plaque be named the Daniel Mackintosh Park and Recreation Service Award. Ms. Benner suggested that a sentence or two could be added to the award that embodies the dedicated service of Daniel Mackintosh.

MOTION: Upon motion by Mr. Bender, seconded by Mr. Maeyer, the Board unanimously approved recommendation to the Board of Supervisors to create the Daniel Mackintosh Park and Recreation Service Award to be placed in the Township Lobby.

6. Park & Recreation Advisory Board Vacancies: Mr. Tustanowsky reminded the Board that there are currently two vacancies on the Advisory Board and one vacancy on the Advisory Committee. Mr. Tustanowsky stated that since candidates have been interviewed by the Board he would request nominations for appointment to the Board be made.

6.1. Nomination of Kathi Sexton:

MOTION: Upon motion by Mr. Ralston, seconded by Mr. Bender, the Board unanimously nominated Kathi Sexton to be recommended to the Board of Supervisors for appointment to the Park and Recreation Board.

6.2. Nomination of Jessica O'Hara:

MOTION: Upon motion by Mr. Bender, seconded by Mr. Ralston, the Board unanimously nominated Jessica O'Hara to be recommended to the Board of Supervisors for appointment to the Park and Recreation Board.

7. Designer Bag Bingo: Ms. Benner announced that the Veterans Committee will be holding a designer bag bingo event on Friday April 1, 2016 that will benefit Veterans Park. Ms. Benner asked the members to share the flyer for the event with anyone they know would be interested.

8. Eagle Scout: Ms. Benner announced that Josh Dagostino had reached out to the Township asking if there were any projects that the Township had in their park system that he could do for his Eagle Scout project. Mr. Jones suggested construction of the bird blind for Veterans Park or construction and installation of park benches along the West Branch Park Trail. Mr. Tustanowsky suggested bird houses along the trail at West Branch Park. Mr. Bender suggested construction of a picnic table with a roof for any of the parks. Ms. Benner thanked the Board for the recommendations and stated she would contact Josh and see if he is interested in any of the suggested ideas.

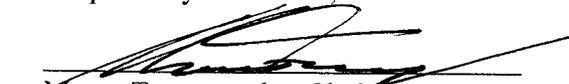
9. Other Business: Mrs. Jones inquired as to when the Merck Sharp and Dohme Federal Credit Union's Easter Egg Hunt was because she noticed that their flyer indicated it was the same day as the Township's and she knows they generally rent out one of the Township Parks to host the event. Ms. Benner said she would look into this on Tuesday and get back to her.

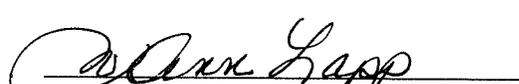
Ms. Benner announced that the Township would be holding a Community Shred Event on Saturday, May 7, 2016 from 9am – 1pm behind the Township Building.

16. Adjournment:

MOTION: There being no further business or comment, a motion was made by Mr. Maeyer, seconded by Mr. Bender, and unanimously carried, to adjourn the meeting at 8:35 p.m.

Respectfully Submitted,


Marco Tustanowsky, Chairman


Jo Ann Lapp, Secretary