



New Britain Township

Park & Recreation Board

MEETING MINUTES

June 21, 2022

A Meeting of the New Britain Township Park and Recreation Board was held on June 21, 2022 at the Township Administration Building, 207 Park Avenue, New Britain Township, Pa., beginning at 7:02 p.m. In attendance were: James Bender, Kathi Sexton, Nancy Jones, Jessica Young, Renee Steskal, Margaret Briggs, Brooke Newborn, and Cynthia Jones. Also, in attendance were: Bill May and Chelle Clancy, New Britain Township Staff.

1. **Approval of Minutes from April 19, 2022:** Upon motion by Nancy Jones, seconded by Kathi Sexton, the April 19, 2022 minutes were approved as written.

2. **Tri Municipal 4th of July Parade Planning:** Mrs. Clancy reviewed the following items related to the upcoming parade.
 - a. Event Date & Time: Monday, July 4, 2022 at 9:30AM
 - b. Awaiting Pennsylvania Department of Transportation Road Closure Approval
 - c. Awaiting Chris Gilbert from Fred Beans Car Dealership re: four (4) convertibles for the day of the parade.
 - d. Parade Marshals: George Cressman of VFW Post 3258 supplied both Parade Marshal and the Jr. Parade Marshal who will also be the keynote speaker for the Veterans Ceremony after the parade takes place. Magnets have been ordered today:
 - i. Parade Marshal: Bill Fay, Army Veteran, VFW Post 3258
 - ii. Jr. Parade Marshal: Ella McFillin, St. Jude Catholic School State Champion VFW Patriot's Pen Contest, VFW Post 3258
 - e. Approximately 70 Vehicles, 458 Participants, and 8 Floats registered.
 - f. North Wales Water Authority contact Nancy has been informed that Eric Redner, Pack Troop 133 confirmed Scouts will help distribute water at Beaver Remodeling location.
 - g. New NBT Website and social media have the parade postings available with sponsors listed – more sponsors are still coming through with donations.
 - h. Pretzels will be ordered tomorrow (3 boxes of 100 each at 40 cents per piece). Kathi Sexton added to also include gloves, napkins, two bottles of mustard, tablecloths for the pretzel station.
 - i. Renee Steskal volunteered to help distribute pretzels at the staging area this year. Jessica Young and Brooke Newborn will also be judges at the parade this year along with Kim Goodwin and Sandy Ezzo.
 - j. Bucks County Dairy Promotion will be supplying single pack chocolate or regular Milk to participants at staging prior to the parade.



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- k. We have permission from Beaver Remodeling, Scanlin Funeral Home, and McCabe & Brady Physical Therapy for setting up tables in front of these properties.
 - l. Pick up the green passes after the meeting and place them in your car for the day of the parade in order to get through the road closures.
 - m. Send all participants email confirming instructions for assembly at staging area along with times and available refreshments. Cynthia Jones asked to have instructions for staging 3 listed as follows: For staging area 3, use Lenape Drive and turn left at the second entrance behind the shopping center. Staging Area 3 will be to your left after you pass all the shops.
 - n. The Parks & Recreation Advisory Board asked Mrs. Clancy to contact:
 - i. Local businesses along the parade route for possible prize gifts: Dunkin Donuts, Fusion Kitchen, Rita's, Pop Inn, Los Serapes, Milk House Market.
 - ii. Bergey's Auto Dealership if we don't hear back from Fred Beans this week as another possibility for convertibles.
 - iii. If the VFW could verify if the Scouts Color Guard would be able to start the parade.
 - o. To close out the parade at North Branch Park, vehicles and floats will pass the park entrance and go in towards field 1 on the grassy area, break down and exit the park.
 - p. The Parks & Recreation Advisory Board wanted to ensure to have in the meeting notes that Mrs. Clancy has been organized and has been putting much effort in organizing the parade this year.
- 3. Draft Capital Plan Inventory List:** Mrs. Clancy reviewed the copy of the latest draft Capital Plan Inventory List has been distributed to Advisory Board for review/edits. The narrowed down inventory is broken down by cost range and by the high priority items (not the full list as there are other departments involved as well). The entire list includes both Maintenance and Capital Planning will be used to inform the 2023 budget and future. Per Matt, it's an organic and fluid list. More to follow on this line item after the next Capital Planning Committee meeting. Mr. James Bender inquired if the total cost for the Neshaminy Greenway Trail, for example, only included the Township's expense or if funding from the state or DVRPC were already included into the total. Mrs. Cynthia Jones confirmed that what is listed is only the township's expense. A discussion on the wood chips and visual barrier line item also took place wherein Bill May said the wood chips were initially saved for the second phase of the Veterans Park trails. Mrs. Cynthia Jones mentioned that it could be used for the wood chip trail for the Neshaminy Greenway Trail project. Mr. Bender added that once the wood chips have been removed, that space can possibly be used as an additional parking area for North Branch Park which is very much needed during organized sport events.



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4. Other Business:


- a. **North Branch Park Updates:** Mrs. Clancy is awaiting Lyons Recreation to send a hard date on the delivery and installation of the playground equipment at North Branch Park. Manufacturing and supply issues are causing extreme delays. Mr. Bill May added, and the Parks & Recreation Advisory Board agreed that once the benches are placed back, township could include concrete to be ADA compliant. Mrs. Clancy also included that the equipment that was on bid from the Philadelphia Sports Club was a liability concern after reviewing with staff and the liability group that Mrs. Cynthia Jones mentioned happened to be at the township during those discussions.
- b. **Veterans Park Free Little Library Update:** The Cocca family will let us know once the library is ready and installation will be scheduled with the Parks & Recreation Department at Veterans Park.
- c. **Fall Festival:** Mr. Bender mentioned that since there will not be an August meeting this year, for the Fall Festival preparations to get started. Mrs. Cynthia Jones noted that the event will be taking place on Saturday, September 17 this year. The Board asked Mrs. Clancy to book the petting zoo from last year. Kathi Sexton has already started gathering raffle basket items for the event. Mr. Bender included that the Board could begin planning in January to decide if the event could be used to help fundraise. A few ideas:
 - i. Bucks Bubbles Foam Party
 - ii. Pumpkin Painting (Tabora or Penn Vermont Fruit Farm) – pending Public Works staffing at the event
 - iii. Food Trucks to contact: Tot Rod, Lobster Roll, Nina's Waffles, Meat Wagon, Old School Burger, Los Serapes, Kona Ice

5. **Public Comment:** There was no public comment at this time.

6. **Adjournment: MOTION:** A motion was made by Kathi Sexton, seconded by Renee Steskal, and unanimously carried to adjourn the meeting at 8:11 p.m.

Respectfully Submitted,


James Bender, Chairman


Chelle Clancy, Secretary

Next meeting – Tuesday, July 19, 2022 @ 7pm