



New Britain Township

Park & Recreation Board

MEETING MINUTES

February 20, 2024

A Meeting of the New Britain Township Park and Recreation Board was held on February 20, 2024, at the Township Administration Building, 207 Park Avenue, New Britain Township, Pa., and with the use of the Zoom Video Conferencing Platform, beginning at 7:00 p.m. In attendance were Jessica Young, Marco Tustanowsky, Nancy Jones, Renee Steskal, Kathi Tutill, and William Jones. Also, in attendance was Bill May New Britain Township Staff.

Reorganization

Appointment of Temporary Chair: Jessica Young nominated Bill Jones and unanimously carried.

Bill Jones called for nominations for Chair and Vice Chair: Marco Tustanowsky nominated Jessica Young for Chair, seconded by Nancy Jones, and unanimously carried.

Marco Tustanowsky nominated Renee Steskal for Vice-Chair, seconded by Jessica Young, and unanimously carried.

- 1. Approval of Minutes from November 21, 2023:** A motion was made by Renee Steskal seconded by Marco Tustanowsky, and the November 21, 2023, minutes were approved as written.
- 2. Santa House:** Bill May informed the Parks and Recreation Committee that the Santa House went smoothly, \$507 and 100lbs of food had been collected and donated to the New Britain Baptist Church food pantry along with all left-over cookies and snacks that were handed out at the event. Chelle Clancy and Bill May sent thank you letters to sponsors and volunteers. Jessica Young asked if the archway at the entrance of the Santa House area could be made wider and more ADA compliant. Bill May responded that it could be removed, and the entrance would be redesigned without sacrificing any structural integrity, and it should eliminate issues with shadows on all photos with Santa.
- 3. Easter Event:** The Easter Egg Hunt is Scheduled for March 23rd, 2024, there will not be a rain date, the event will be moved inside if inclement weather is predicted. The Parks and Recreation Coordinator and Administration Staff will be working together to prepare the event. Bill May informed the Board that all Easter eggs were ordered, and that there are not going to be special prizes given out this year. Bill May also informed the Board that there are



New Britain Township

Park & Recreation Board

six employees scheduled to work at the event. Jessica Young, Nancy Jones, Renee Steskal, and Kathi Duthill all volunteered to help on the day of the event. Margaret May will be the representative for the New Britain Food Pantry. Margaret Briggs was at the meeting as a representative of the newly formed Environmental Advisory Committee and requested an area to display and inform the public of the newly formed Committee. Bill May informed her that they will set up a table and chairs by the food pantry location, the Parks and Recreation Committee were all in agreement.

- 4. Other Business:** Marco Tustanowsky informed everyone that with a vacancy of a voting member of the Parks and Recreation Board that advisory member Kathi Duthill could act as a temporary voting member, Kathi accepted and is a temporary voting member awaiting the Board of Supervisors approval.

Bill May told the Committee that Interim Township Manager John Granger questioned if the current tournament fee should be increased. Bill May informed the board that it does not require the Parks and Recreation maintenance crew any additional time for preparation, or clean-up as the athletic organizations have been more than diligent with trash disposal along with scheduling and paying for all extra services. Bill May advised the Parks and Recreation Committee that since all tournaments are hosted by LV Teams, they should fall under the umbrella of any issued field use permit. The Parks and Recreation Board were all in agreement, and that these tournaments are designed to benefit the athletes, and the fee should remain the same for now, and can be readdressed at a later time.

Bill May told the Parks and Recreation board that the letter that was shared and approved by both Parks and Recreation Committee and the Board of Supervisors was hand delivered to Mrs. Sexton on February 2nd and was graciously and emotionally received.

LV Baseball is seeking approval to host a tournament at North Branch Park on the weekends of March 22nd to 24th and April 5th to 7th. Bill May informed the board that this was the same tournament that was approved the previous year, and that LV has made all necessary requirements and recommend the Park and Recreation Board motion to approve.

- **Motion:** A motion was made by Renee Steskal, seconded by Marco Tustanowsky, and carried unanimously for LV Baseball to host a tournament at North Branch Park.



New Britain Township

Park & Recreation Board

5. Public Comment: None

Prior to the meeting's adjournment Marco Tustanowsky asked for Bill May to give the Board an update on all park projects and improvements. Bill May went into detail about the repair and re-paving of the walking trail at North Branch Park. He also informed everyone that the basketball court was to be repaired and re-paved as well, and that all new posts and backboard systems were ordered and will be installed, all scheduled work will be in-house as the weather permits.

A. Jessica Young inquired about the Sewer Authority pumphouse at Veteran's Park, Bill May responded and said it was completed. Marco Tustanowsky commented that Ken Jones had also planted saplings at Veteran's Park.

B. Bill May updated the Board on questions about the rear playground issues from July 2023, He mentioned that after the underdrain in the playground was installed and all repairs made to the structure, The Parks and Recreation Department installed additional underdrain for proper drainage and stated that everything has worked successfully.

C. Marco Tustanowsky informed everyone that the Veteran's Committee is focusing on the improvements needed at the Veteran's Memorial at North Branch Park, and that they are planning to be hands on and are preparing to help fund the project, Bill May had suggested the possibility of synthetic turf, due to the tree canopy, natural grass struggles to establish.

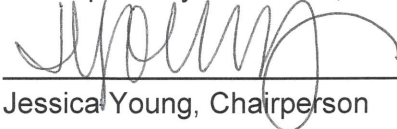
D. The landscape design for the administration building was questioned and Bill May had informed the board that everything was put on hold due to renovations to the administration building, Bill Jones detailed the information.

E. Jessica Young Inquired about the new upper playground system replacement. Bill May told the board that it was on the capital plan for 2026, and may be moved up to 2025, he also stated that the entire area of the existing playground and pavilion needed to be engineered for current drainage issues and to make the entire area more ADA compliant.

6. Adjournment:

- **Motion:** A motion was made by Marco Tustanowsky and seconded by Nancy Jones and unanimously carried to adjourn the meeting at 7:42 p.m.

Respectfully Submitted,



Jessica Young, Chairperson



William May, Parks &
Recreation Coordinator

Next meeting – March 19, 2024