



New Britain Township

Park & Recreation Board

MEETING MINUTES

October 15, 2024

A Meeting of the New Britain Township Park and Recreation Board was held on October 15, 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, Brooke Newborn, and William Jones. Also in attendance was Bill May and Susan Gelb New Britain Township Staff.

1. **Approval of Minutes from September 17, 2024:** A motion was made by Brooke Newborn seconded by Marco Tustanowsky and carried unanimously the September 17, 2024, minutes were approved as written.

2. **Fall Festival Update:** Sue Gelb informed the Parks and Recreation Board that the Fall Festival was an overall success, with fifty-five vendors in attendance. Bill May relayed to Marco Tustanowsky how appreciative the staff that worked on the event were with all of his cooperation. Marco responded with a compliment on how well the staff performed with all the tasks that they were responsible for. There were then discussions about changes and improvements for 2025, they were as follows.
 - a. Eliminate the car show (8 participants in 2024)
 - b. All areas need more volunteers
 - c. Set up Venmo or Apple pay for food sales
 - d. More Public Works staff (3-4) to address the needs of the day
 - e. Fire Police need to be present during the entire event to assist with parking.
 - f. Rework the layout for better traffic flow along with more signage to aid with parking and, exiting.
 - g. More pumpkins will be needed.The Parks and Recreation Committee had also discussed the possibility of the fall Festival becoming a Township Sponsored event with participation from the Veterans Committee.

3. **Santa House:** Sue Gelb handed out a detailed proposal with the possibilities of moving the Santa house event from New Britain Village to North Branch Park. The Parks and Recreation Committee have discussed the pros and cons of moving the event.
 - a. (Con) Concerns about the lack of turnout from prior years of holding the event at the Township Building.
 - b. (Con) The decreased amount of exposure from local businesses at New Britain Village
 - c. (Pro) The convenience and display within the park would be attractive.
 - d. (Con) The lack of excitement and anticipation from the children as the fire truck arrives and circles the shopping center would be disappointing.



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- e. (Con) The possibility of decreased food donations without the convenience of the Giant being on location.
- f. (Pro) Food truck presence would be more convenient for handling the drinks and snacks for the children
- g. (Con) The additional set-up combined with Santa House mobilization and set up would put more burden on the Parks and Recreation Crew.

MOTION: A motion was made by Marco Tustanowsky and Seconded by Brooke Newborn and carried unanimously to keep the Santa House event at New Britain Village shopping center for the 2024 season.

The Parks and Recreation Committee will reopen discussions on moving the event to North Branch Park if the proposal is presented and approved by the Board of Supervisors.

4. Other Business:

- **LV Softball Dugout Plaque Request:** Bill May informed the board that LV Softball requested approval of a small plaque inside the dugouts when completed, naming sponsors who had donated towards the construction . He had previously emailed the Park and Recreation Board with the information and location of the plaque.

MOTION: A motion was made by Brooke Newborn and seconded by Nancy Jones and carried unanimously the request for a dugout plaque was approved.

- **Memorial Tree at Request at North Branch Park:** Bill May informed the board that he had received an application requesting a memorial tree at North Branch Park. Bill May had previously met with the applicants and shared the location with the Parks and Recreation Board via email.

MOTION: a motion was made by Marco Tustanowsky and seconded by Brooke Newborn and carried unanimously the request for a memorial tree at North Branch Park was approved, with the recommendation of waiting for spring to plant the tree.

Bill May had sent photos of the completed Basketball Court at North Branch Park prior to the night's meeting. All members highly complimented all the work that had been done. Bill May stated that most of the work was performed by the Public Works with an assist from the Parks and Recreation Crew.

Bill May informed the Parks and Recreation Board that specific signs will be installed and all agreed that the wording should be broad to negate any loopholes.



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5. **Public Comment: None**

6. **Adjournment:**

- **Motion:** A motion was made by Brooke Newborn and seconded by Marco Tustanowsky and unanimously carried to adjourn the meeting at 7:47 p.m.

Respectfully Submitted,

Jessica Young, Chairperson

William May, Parks &
Recreation Coordinator

Next meeting – November 19, 2024