



## UPPER UWCHLAN TOWNSHIP PARK AND RECREATION BOARD

November 16, 2017

### Minutes

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Board members Patrick Dennin, Christopher Foster, Lou Lanzalotto, John McManus, Praveen Nadkarni, and Cathy Tomlinson were present. Also present was Assistant Township Manager Shanna Lodge.

#### Call to Order

Ms. Tomlinson called the meeting to order at 7:05 pm.

#### Minutes

Ms. Tomlinson called for a motion to approve the minutes of October 19. Mr. McManus moved to approve the minutes of October 19, 2017. Mr. Dennin seconded the motion. The minutes were approved as drafted without comment.

#### Old Business

##### ***Holiday Tree Lighting Planning***

Ms. Tomlinson turned the meeting over to Ms. Lodge to provide an update of the planning Holiday Tree Lighting to be held at Upland Farms Park. The event will be held Saturday, November 25<sup>th</sup> at 5 PM. The discussion included the following:

- Food: Trays of sandwiches, cookies, and tomato pie will be purchased from Montesano's. As of the meeting, the order was for 100 people. The headcount can be increased the week of the event depending on event RSVPs on Facebook and the weather forecast.
- Fire Barrel: Public works personnel have offered to construct and decorate a fire barrel for the event. The consensus of the group favored having a fire barrel provided all the relevant codes could be complied with.
- Staffing: The Park and Rec Board members will arrive at 4 pm to assist with set up. During the event, Board members will man the food tables and hand out favors. Three Public Works employees will assist with setup, parking management, and cleanup.
- Timing: Music from Valotta Studios will begin at 5 pm, with Santa Claus to arrive at 5:30 pm and additional music to follow.
- Tree: Public works staff will string lights on the tree. The Park and Rec Board requested a large, decorative button or switch to turn on when the tree is lit for dramatic effect.

##### ***PECO Green Region Grant***

Mr. Dennin commended Mr. Foster for his efforts on drafting a grant application to fund trail signage at Upland Farms Park. Mr. Foster noted that the grant application will request funding for the following line items: consultant fees for mapping of the trails at Upland Farms, design for large on-site map and digital/paper handheld maps; materials for the large trail sign and smaller wayfinding signs; installation; and a few picnic benches. Ms. Lodge noted that the matching funds required by the grant have been

included in the latest draft of the 2018 Budget, and the Board of Supervisors will be able to consider a Resolution in support of the grant at their December meeting. Ms. Tomlinson noted that the group could gain design ideas from Marsh Creek State Park's newly installed trail signage.

Mr. Dennin moved that the Park and Recreation Board submit the application for the PECO Green Region Grant. Mr. Foster seconded the motion. There were no further comments, and the motion passed unanimously.

#### **Committee Reports**

**Facilities** - Mr. Lanzaletto reported that the signage at Fellowship Fields needs improvement. Ms. Lodge requested that Mr. Lanzaletto take a picture of the signs that need repair or replacement and send them to the group. Regarding Hickory Park, Mr. Lanzaletto noted that Field 4 is looking good, which Ms. Lodge noted is largely the result of reseeded that took place while the field was closed due to pipeline operations. He further reported that Marsh Creek Eagles youth football has been awarded as the location of two upcoming tournaments, which will be held at Fellowship Fields November 18-19 and 24-25.

Having attended the Board of Supervisors budget workshop, Mr. Lanzaletto was excited to report that the Township spent \$388,000 on parks in 2017. Mr. Lanzaletto also reported that, because of the very high cost estimate, field lights are not included in the 2018 budget.

**Upland Farms** – No further update.

**Trails** – No further update.

**Events** – No further update.

**Connectivity** – Ms. Tomlinson will be attending a meeting of the Chester County Park Board later this month, and will report back what she learns.

#### **Open Session**

Ms. Lodge reminded the Board that the Annual Boards and Commissions Holiday Party will be held December 8<sup>th</sup>.

Mr. Lanzaletto asked for an update regarding the netting along the Turnpike at Hickory Park. Ms. Lodge will ask Mr. Vargo for the latest update.

The group expressed a desire to begin long-range planning efforts early in the new year. Ms. Lodge offered to contact the Township's Planning Consultant for assistance.

At their budget workshop, the Board of Supervisors approved a line item for the redesign and renovation of the playground at Hickory Park. Mr. Dennin suggested that the playground's size could be expanded. Ms. Tomlinson suggested that playground renovation planning could be a part of the long range planning previously discussed.

#### Next Meeting

The group discussed the possibility of adjourning until the new year, forgoing the December meeting. Mr. Dennin moved that the group not meet in December 2017, as the meeting would fall in the midst of a busy holiday season. Mr. Lanzalotto seconded the motion. The motion passed without further comment. The next meeting of the Park and Recreation Board will be held on January 18, 2018.

#### Adjournment

Mr. Nadkarni moved to adjourn the meeting. Mr. Dennin seconded the motion. The meeting adjourned at 8:02 PM.

Respectfully submitted,



Shanna Lodge

Park and Recreation Board Secretary