

**WEST GOSHEN TOWNSHIP  
PARKS AND RECREATION BOARD MEETING  
January 19, 2000**

**Attending:** Bob Cifone, Dan Dixon, Michael Pillagalli, Jennifer Grey-Rice, Ed Smith and Joe Waters

**Township Representatives:** Ken Lehr, Al Roth and Kent Wise

**Friends of the Park:** Kelly Cifone

**Meeting called to Order:** 7:05 PM by Chairman Dan Dixon

After a review of the minutes submitted for the November 17, 1999 meeting, a motion was made by Joe Waters to accept the minutes as submitted. The motion was second by Bob Cifone and passed.

The Financial Report dated December 31, 1999 was reviewed. There were no questions of comments pertaining to the Financial Report.

**Parks:** Kent Wise reported that the crews are beginning their winter equipment maintenance process. Work on cleaning and painting the grills and trashcans at the Township parks is currently underway. Kent Wise informed that he has added shelves to the 2 new storage areas in building "C". The contents from the storage trailer have been moved into the new storage areas. One of the new storage areas will be used to house contents from the maintenance shop. The other storage area will be used to store the dance floor, sound system and letters for the new sign. The snowplows have been serviced/repared and are ready to be installed on the Township trucks. Kent Wise reported that Tree work is still underway at Coopersmith Park indicating there is plenty of free firewood at the lower end of the park. Work on the new letter sign at the Community Park is almost complete. The electric hook-up should be finished by the end of the week (January 21<sup>st</sup>). A new wooden sign for Freedley Field should also be delivered by the end of the week (January 21<sup>st</sup>). The sign will be installed in time for the formal dedication of the field as the Richard C. Cloud Park. Dan Dixon reported he noticed that one of the storm basins near the soccer field at the Community Park appeared to be sinking. Kent Wise informed that all of the storm basins at the Community Park are sinking/settling and indicated he would take a look at the one in question. Kent Wise reported that the road crews are working several days a week chipping-up the Christmas Trees collected at the Community Park. Joe Waters asked why the Township moved the collection site for Christmas Tree disposal to the Community Park. Kent Wise indicated that it was easier for the Township to deal with the trees at the Community Park. Additionally, moving the collection site to the Community Park eliminated excess traffic at the Township Building. Joe Waters informed that vandals had set the Christmas Trees on fire at the Community Park and indicated moving the collection site back to the Township Building would be a safer option. Ken Lehr asked if Hallowell Field could be utilized as a Christmas Tree collection site in the future. Kent Wise suggested discussing this option with Sharon Lynn to determine Hallowell Field would be a viable option for next year.

**Recreation:** Al Roth distributed a copy of the letter that will be sent out to all returning summer camp program employees. Applications will be accepted until March 3<sup>rd</sup>. Interviews for summer camp positions will be conducted throughout the month of March. The summer camp program is scheduled to run from June 19<sup>th</sup> through August 11<sup>th</sup>. Al Roth informed that the last snow day for the area schools would be June 14<sup>th</sup> and indicated this would not impact the proposed June 19<sup>th</sup> start of summer camp. Registration for the summer camp program is scheduled for May 13<sup>th</sup> and May 20<sup>th</sup>. Parent orientation is tentatively scheduled for mid April with staff orientation slated for the June timeframe. Al Roth informed that the dates for the parent and staff orientation would be finalized in time for the February Park and Recreation Board meeting. Finally, Al Roth indicated that he would meet with Ken Lehr to establish a schedule for the times the summer camp program will require the use of the tennis courts at the Community Park.

**Friends of the Park:** Kelly Cifone reported that the Friends would like to purchase a 16-foot gazebo that would be located at the Community Park in memory of Arnold Bair. Kelly Cifone distributed pictures of the proposed gazebo to the members of the Park Board for review. Kelly Cifone informed that the Friends are considering a fundraiser that would have sponsors purchase luminaries at a cost of \$2.00 a piece or 3 for \$5.00. The luminaries would be displayed during a proposed year 2000 Holiday event. Additionally, the Friends are planning to sell "T" Shirts and magnets with the Friends logo containing the dates and times of the scheduled year 2000 events. The Friends are in the process of planning a trip to New York on April 1<sup>st</sup> to New York to see "*Beauty and the Beast*" and a trip to Boston in June to Fenway Park to see the Red Sox play. The Boston trip would require an overnight stay. Kelly Cifone reported that the Friends are working on a flier for a promotion that would take place during summer camp registration. Members of the Friends of the Park would be eligible to select a number from a hat during summer camp registration. The member of the Friends that selects the "*lucky*" number will be able to have a family member attend the summer camp program free of charge. Dan Dixon reported that in previous years, a specific Park Board member would attend the meetings of the Friends of the Park as the representative of the Park Board. Dan Dixon asked if the members of the Park Board would object to having rotation that would have each member attend a meeting of the Friends of the Park. The members of the Park Board and Kelly Cifone indicated that having a rotation that includes all of the members of the Park Board would be a good idea.

**Old Business:** Dan Dixon reviewed a hand out that provided various statistics on the number of picnics held at the 3 Township Parks (Community Park, Barker Park and Coopersmith Park) over a past three years. Currently, the Township charges residents a fee of \$35.00 per picnic and non-residents a fee of \$100.00. These fees are used to offset the labor cost incurred by the Township to support the picnics. Kent Wise informed that the crews provide the following services for picnics held at the Township parks:

- Make sure there are no issues with the people/group using the park.
- Clean up the bathrooms prior to the picnic.
- Turn on the electric prior to the picnic.
- Provide cell phone number for On-Call support.
- Provide On-Call support for any questions/issues that arise during the course of the picnic.
- Remove all trash and clean up bathrooms upon completion of the picnic.

Dan Dixon reported that he met with Sharon Lynn, Kathy Hahn and Ken Lehr to discuss pricing structure options for picnics held at the Township parks. The recommendation coming out of this meeting was to structure the prices for picnics so the Township would cover 25% of the cost of picnics for residents. Dan Dixon reviewed this recommendation with both Kathy McDevitt and Ed Smith via phone. The recommendation for picnic pricing is:

Calendar Year	Picnic Price for Residents	Estimated % subsidized by Township
1999	\$35.00	35 - 40%
2000	\$50.00	26%
2001	\$50.00	28%
2002	\$60.00	21%
2003	\$60.00	24%

Dan Dixon recommended that the Township should re-examine the price structures for picnics after the year 2003. Jennifer Grey-Rice asked why the Township feels they need to subsidize any of the cost of the picnics for residents. Michael Pillagalli recommended that the Township should not subsidize any of the

picnic expenses stating that users of the Township parks should cover the entire cost for their event. Joe Waters asked Kent Wise if the same Township worker(s) would be able to support concurrent picnics at the Community Park, Barker Park and Coopersmith Park on a weekend. Kent Wise informed that the same Township worker is rarely on call for all of the picnics scheduled on the same day. Joe Waters asked what other Townships are doing to cover the cost of supporting picnics to help determine a course of action for West Goshen Township. Michael Pillagalli stated that people would not mind paying higher fees as long as they know the fees are required to cover the labor costs incurred by the Township for providing support and clean-up for the picnic. Dan Dixon will provide more information on this issue at the February Park and Recreation Board meeting. Ken Lehr reported that he is currently booking picnics for this summer at the current rates.

Ken Lehr reporting on the upcoming bus trips informed that the April 1<sup>st</sup> trip to New York to see "*Beauty and the Beast*" is Sold Out. Ken Lehr indicated that he would try to line up another bus by the end of the week of January 21<sup>st</sup>. Additionally, the Township is looking at a trip to Fenway Park in Boston to see the Red Sox play. The proposed trip would also include a tour of the city of Boston. The trip to Boston would require an overnight stay. Dates currently under consideration are June 17<sup>th</sup>, July 8<sup>th</sup> and July 22<sup>nd</sup>. Ken Lehr informed that the "*Travel Loft*" would provide group rates if the trip were structured to depart from West Goshen Township on a Saturday and return on a Sunday.

Ken Lehr reported that the Township offered 2 Holiday Gift Workshops during the month of December. Those attending the workshops had the option of making holiday wreaths and/or centerpieces. Ken Lehr informed that 4 to 6 people attended the first Holiday Craft Workshop session (Thursday, December 9<sup>th</sup>) and 12 people attended the second session (Friday, December 10<sup>th</sup>). Ken Lehr offered thanks to Kelly Cifone for shopping for the craft items and providing instructions during the workshops.

Ken Lehr reported that 83 people attended the performance of "The Christmas Carol" at the Township Building on December 12<sup>th</sup>. The performance was held in the meeting room at the Township Building. The meeting room has a seating capacity for 140 people. Ken Lehr informed that the performance drew a good response from the audience. Dan Dixon also attended the event and indicated that he felt the performance was well done. The Township advertised for and collected 2 boxes of "*Dry Goods*" donations from the people attending the event. The donated "*Dry Goods*" will be delivered to the Community Service Council of Chester Counter.

Dan Dixon reporting on the Summer Concert Series informed that two concerts for the 2000 season have been booked at this time. The "City Rhythm Orchestra" is scheduled to perform on July 16<sup>th</sup> and "Black Thorn" is scheduled to perform on July 30<sup>th</sup>. Kelly Cifone and members of the Friends provided theme ideas for additional concerts that included a Folk Night, Motown Night, Classical Music Night, Marching Music Night, Acappella Night, West Goshen Talent Night and High School Talent Night. Dan Dixon informed that the Summer Music Series sub-committee consisting of Les Bair, Kathy McDevitt, and Robert Cifone plan to meet within the next 2 weeks in order to finalize plans for the 2000 Summer Music Series. The goal is to have 3 more concerts locked in by the February Park and Recreation Board meeting. Kelly Cifone asked if the Township was planning to schedule 6 concerts (every other Sunday in June, July and August) or expand the program to 8 concerts. The Friends need this information so they can begin their fundraising efforts.

Ken Lehr reporting on the Concession Stand informed that he had contacted the various local newspapers to obtain the cost for running a notice soliciting bids/proposals from concessionaires to run the Concession Stand at the Community Park. Additionally, Ken Lehr advised that the surrounding Townships he contacted reported they did not run their own concession stand. Kelly Cifone indicated that since the Friends will not be selling sodas at the Summer Music Series concerts this year, she would like to see the Friends get a larger share of the profits from the Concession Stand on concert nights. The Concession Stand sub-committee consisting of Jennifer Grey-Rice, Dan Dixon and Ed Smith will meet prior to the February Park and Recreation Board meeting to come up with a recommendation for operating the Concession Stand in the year 2000.

**New Business:** Dan Dixon distributed copies of the year 2000 committee assignments. Any questions or concerns pertaining to the committee assignments should be directed to Dan Dixon. Bob Cifone volunteered to fill the opening on the July 4<sup>th</sup> Decorated Bike Parade committee.

Ken Lehr informed that the Easter Egg Hunt has tentatively been scheduled for Saturday, April 15<sup>th</sup> with a rain date on Saturday, April 22<sup>nd</sup>. Kent Wise indicated that Dorine Conant might be willing to be the Easter Bunny for this year's event. Ken Lehr asked if the Township should consider upgrading the prizes in the stuffed eggs for this year. Dan Dixon indicated that he would be able to provide help stuffing the eggs using Community Service people. Jennifer Grey-Rice reported that the Easter Egg Hunt sub-committee would need to meet soon. The Easter Egg Hunt sub-committee consists of Jennifer Grey-Rice, Les Bair and Kathy McDevitt.

Ken Lehr updated the members of the Park Board on the status of the 4 new picnic tables with umbrellas for the Community Park reported that the Township had purchased umbrellas and stands utilizing 1999 budget surplus funds. The picnic tables and benches are being purchased through the prison system and will not be available until the July-August timeframe. The Township will need to use funds from the 2000 budget to cover the cost of these items. Dan Dixon asked if we could relocate the picnic tables from the other Township parks in order to utilize the new umbrellas and stands. Kent Wise indicated that the picnic tables at the other parks do not have holes drilled to accommodate the umbrella stands. Dan Dixon asked if the Township was planning on paving or putting some other type of surface under the new picnic tables. Kent Wise suggested using "*pavers*" and recommended against using "*black-top*" for the new picnic tables.

Michael Pillagalli asked if the proposed new 16-foot gazebo for the Community Park would be large enough. Kelly Cifone indicated that Friends did not have the funds to purchase a larger gazebo. Michael Pillagalli asked if the Park Board would be able to provide funding to purchase a larger gazebo. Ken Wise indicated that a larger gazebo would take away from the amphitheater at the Community Park. The members of the Park Board will continue discussion on this topic at a later date.

The meeting was adjourned at 8:20 PM. The next meeting is scheduled for February 16<sup>th</sup>.

Respectfully Submitted,

Ed Smith