

**WEST GOSHEN TOWNSHIP
PARKS AND RECREATION BOARD MEETING
February 19, 2003**

Attending: Les Bair, Bob Cifone, Dan Dixon, Mary Lou Enoches, Jerry Napiecek, Michael Pillagalli, Jennifer Grey-Rice, and Ed Smith

Township Representatives: Ken Lehr, Nick Palso, Al Roth and Kent Wise

Meeting called to Order: 7:04 PM by Chairman Bob Cifone.

Bob Cifone began the February 19th meeting by leading the members of the Park and Recreation Board in reciting the pledge of allegiance to the American flag.

After a review of the minutes submitted for the January 15, 2003 meeting, a motion was made by Jerry Napiecek to accept the minutes as submitted. The motion was seconded by Michael Pillagalli and passed.

The Financial Report dated January 31, 2003 was reviewed. There were no questions or comments pertaining to the Financial Report.

Parks: Kent Wise reported that the crews have completed their regular winter maintenance that includes cleaning and painting the grills and trash barrels at the Township parks. Kent Wise informed that the work to restore the wood signs at Barker Park and Coopersmith Park has been completed and indicated that work is currently underway to restore the wood sign at the Hamlet Crest Park. Additionally, Kent Wise reported that a new sign required by the County for the Wawa site has not been installed at this time. Kent Wise informed that the crews are currently working on maintaining the Township's 7,000-pound trailer. The surface of the trailer has been stripped, sanded and a metal primer applied. Once this effort is complete, the crews will begin the maintenance process on the Township's 10,000-pound trailer. Kent Wise reported that the crews have retrieved 2 lock boxes (1 from Flagg Field and 1 from Hollowell Field) and are in the process of sanding and painting the boxes. Kent Wise stated that the lock boxes are supposed to be maintained by the local Little League and indicated that the league also needs to provide the Township with keys for the boxes. Ken Wise also informed that the yellow plastic protective covering on the outfield fence of the Community Park Little League and Softball fields should be replaced. Jerry Napiecek stated that he would speak to East Side Little League president Bob Timko about these issues this week. Kent Wise reported that the Township has ordered 2 sets of bleachers for Flagg Field. The new bleachers contain 5 rows of seating and are similar to the bleachers at Hollowell Field. Kent Wise indicated that the recent bad weather has resulted in the crews working on indoor projects and providing assistance to the road crew with their snow removal efforts. Ken Lehr stated that Kent Wise and his crews along with the Township's road crews have done an excellent job with snow removal reporting that the Township looks great.

Recreation: Al Roth reported that he is starting to prepare for this year's summer camp program and indicated that the Township will need to make a decision on the start date for this year's program. The program was originally scheduled to run from June 16th through August 8th. Al Roth informed that the 4 snow days encountered over the winter would push the end of the school year back to June 17th. Al Roth indicated that it would be acceptable to start the summer camp program on June 18th as long as there were no additional snow days encountered during the school year. In the event that additional snow days are encountered, Al Roth recommended that the entire summer camp program would need to be pushed back 1 week (June 23rd to August 15th). Al Roth indicated that there should not be any issue with the counselors if the start and end date of the summer camp program move back 1 week. Al Roth stated that a decision on the start and end date for the summer camp program needs to occur by the March Park and Recreation Board meeting in order to support the advertising that will appear in the March Township

newsletter as well as fliers planned for the program. The members of the Park and Recreation Board recommended that the summer camp program should start on Wednesday, June 18th and run through Tuesday, August 12th as long as there are no additional snow days. In the event that there are additional snow days, the members of the Park and Recreation Board recommend that the summer camp program should be pushed back 1 week and run from Monday, June 23rd through Friday, August 15th. Al Roth informed that confirmation letters have been sent out to 25 returning summer camp program counselors and indicated that applications will be accepted until March 1st. Al Roth reported that 12 of the confirmation letters sent out to returning summer program counselors have been received and indicated that 9 of the recipients have accepted a job position for this year. Al Roth indicated that he would need to hire 6 or 7 new summer camp counselors to support the 2003 program. Al Roth stated that the interview process for summer camp positions would run through the month of March and possibly into the first week of April. Al Roth indicated that he along with Ken Lehr conducted 5 interview sessions to fill the summer camp positions for last year's program. Ken Lehr began the discussion on the summer camp fee structure by stating the goal for the Township is to have the registration fees cover 50% of the expenses for the summer camp program. Ken Lehr informed that the last time the Township raised the fees for the summer camp program was in 2000. Ken Lehr indicated that due to the increase in the number of counselors required to support the summer camp program, the registration fees collected for the 2002 summer camp program covered about 48 % of the expenses. Ken Lehr projected that if the fee structure is not changed, the registration fees will cover about 45 % of the expenses for the 2003 summer camp program. Les Bair asked Ken Lehr how the fees for West Goshen Township's summer camp program compare with the fees charged for similar programs by other Townships in the area. Ken Lehr informed that the fees for the West Goshen Township summer camp program are the lowest in Chester County. Jennifer Grey-Rice asked if the Township goal to have the registration fees cover about 50 % of the cost for the summer camp program is advertised to the public. Michael Pillagalli asked how many non-residents participated in last year's summer camp program. Ken Lehr reported that there were 64 non-residents registered in last year's program. Michael Pillagalli stated that the current fee structure amounts to a cost of about \$1.00 per hour for the summer camp program. Ed Smith suggested that the fees for the 2003 summer camp program should be adjusted to a level that would cover about 53 % of the current expenses stating that this fee structure would not need to be revised again for several years. Ken Lehr stated that in order to have the revenues from registration fees cover about 53% of the program cost, the Township would need to increase the fee structure as listed below:

Registration Fees	2002	Proposed 2003
Residents 1 st Child	\$100	\$120
Residents 2 nd Child	\$90	\$100
Residents 3 rd Child	\$80	\$80
Non - Residents	\$195	\$240

Michael Pillagalli made a motion to raise the registration fees for the summer camp program for the upcoming year to the levels listed above that will cover about 53% of the program expenses. The motion was second by Jennifer Grey-Rice and passed. Michael Pillagalli asked if the Township should also consider raising the fees for the clinics that are offered during the summer camp program. Al Roth informed that the clinics are staffed by the summer camp counselors and the only additional costs associated with the clinics are for the required supplies. Al Roth indicated that the clinics are normally 7 sessions that run for about 1½ hour per week. Michael Pillagalli made a motion to increase the fees for clinics by \$5 for both residents and non-residents as listed below. The motion was seconded by Les Bair and passed.

Clinic Fees	2002	Proposed 2003
Residents	\$35	\$40
Non - Residents	\$45	\$50

Finally, Al Roth informed that the current budget for the summer camp program factors in small raises for returning counselors and assumes a high number of returning counselors.

Friends of the Park: Ken Lehr reporting for the Friends informed they their quarterly board meeting took place in February and informed that the next general membership meeting is scheduled for May. Ken Lehr confirmed that Jennifer Grey-Rice volunteered to be the Park and Recreation Board representative on the Board of the Friends of West Goshen Parks. Ken Lehr indicated that the Friends would hold elections to fill officer positions at their May general membership meeting. Ken Lehr asked the members of the Park and Recreation Board if anyone would be interested in serving as the secretary for the Friends of West Goshen Parks. Ken Lehr informed that Kelly Cifone continues to work on sponsor/fundraising duties for the Friends.

Old Business: Ken Lehr reported all of the tickets for the March 3rd bus trip to the Philadelphia Flower Show have been sold and a wait list is being compiled. The bus trip is a joint venture supported by West Goshen Township, the Borough of West Chester and East Goshen Township. The bus will depart from the Municipal Complex at 9:00 AM; and arrive at the Pennsylvania Convention Center at 10:00 AM. The bus will depart from the Pennsylvania Convention Center at 4:00 PM returning to the Municipal Complex at 5:00 PM.

Ken Lehr reporting on the Easter Egg Hunt distributed bags containing Easter Eggs along with assorted candy to each Park and Recreation Board member with instructions to fill the Easter Eggs with the candy and return the stuffed Easter Eggs at the March Park and Recreation Board meeting. Ken Lehr informed that participation medals (with the date of the event) have been ordered. The medals will be given out to everyone that takes part in the Decorated Hat contest at the Easter Egg Hunt. The Easter Egg Hunt is scheduled for Saturday, April 12th with a rain date on Saturday, April 19th.

Ken Lehr reporting on the 2003 Summer Concert Series informed that the Township received notification that the auditoriums at East High School, Henderson High School, Fugett Middle School and Fern Hill Elementary School would not be available rain date sites for 2003 Summer Concert Series events. Ken Lehr informed that the Township has made arrangements to utilize the auditorium at the Pierce Middle School for the Summer Concert events that are moved inside due to weather conditions.

Jennifer Grey-Rice asked for a status on the proposed Skate Park the Township is planning to locate on the 3 acres of land at the intersection of Rt. 100 and Greenhill Road. Ken Lehr stated that at this time, there is nothing new to report. Ken Lehr informed that there is a new indoor Skate Park located in West Chester next to the Community Service Council of Chester County and informed that he along with Al Roth planned to visit the facility. Al Roth indicated that he is looking into the possibility of planning a trip to the new Skate Park as part of this year's summer camp program.

Jennifer Grey-Rice stated that she would like to have a discussion with Ken Lehr offline pertaining to the Holiday Event and report back to the members of the Park and Recreation Board with the conclusions from the discussion.

New Business: Ken Lehr reporting on upcoming Bus Trips informed that the Township has lined up a return to Baltimore for a Phillies/Orioles game on June 28th. Additionally, Ken Lehr indicated that the Township is planning a trip on September 27th to see the Phillies play the Atlanta Braves on their second-to-last home game at Veterans Stadium. Ken Lehr reported that Nick Palso is currently gathering information for a possible Bus Trip to Atlantic City in the early summer time frame. Finally, Ken Lehr

reported that he is currently working with representatives from East Goshen Township and West Chester Borough to schedule an overnight trip to Boston on Friday, July 18th through Sunday July 20th. The Boston Bus trip would include hotel reservations as well as tickets to the Boston Red Sox game.

Ken Lehr reported that the Township would be presenting "Shakespeare in the Park" this year informing that the Vagabond Actors have been contracted to perform Richard II at the Community Park. Ken Lehr indicated that the cost of the presentation is being partially funded by a donation the Township received in memory of David Lapin. Ken Lehr indicated that the presentation would take place in either May or June. The members of the Park and Recreation Board recommended scheduling the performance in May so advertisements could be distributed throughout the area schools. Ken Lehr stated that the Township would tentatively schedule the performance on Saturday May 31st with a rain date of Saturday, June 14th.

Ken Lehr reported that the Township is planning a joint venture with the Borough of West Chester and East Goshen Township to offer a "Teen Night" for students within the West Chester Area School District. Ken Lehr informed that he attended a meeting with representatives from North Pole Promotions (they provide inflatable rides for Community Day) to determine what they would be able to provide to support the proposed event. Ken Lehr reported that "Teen Night" activities would be held within a gated park (Greenfield Park) to provide greater crowd control. Additionally, Ken Lehr informed that anyone wanting to participate in the activities would need to purchase a bracelet before they would be allowed inside the "gated" park area. The "Teen Night" has been tentatively scheduled for Friday June 13th at 6:00 PM. Michael Pillagalli stated that East and Henderson High Schools offer similar functions in conjunction with their proms. Ken Lehr indicated that the proposed event would target 12 to 18 year old students. Dan Dixon stated that the 12 to 15 year old age bracket would be the major participant in "Teen Night".

The meeting was adjourned at 7:45 PM. The next meeting is scheduled for March 19th.

Respectfully Submitted,

Ed Smith