

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

**Attending:** Bob Cifone, Mary Lou Enoches, Jerry Napiecek, Michael Pillagalli, Jennifer Grey-Rice and Ed Smith

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

**Meeting called to Order:** 7:05 PM by Chairman Bob Cifone

Bob Cifone began the November 19<sup>th</sup> 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 October 15, 2003 meeting, a motion was made by Jerry Napiecek to accept the minutes as submitted. The motion was seconded by Mary Lou Enoches and passed.

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

**Parks:** Kent Wise reported that the crews completed cutting the grass for the last time this season at the Township parks. Kent Wise indicated that the crews started their leaf clean-up efforts 3 weeks ago and informed that the Township constructed a leaf-box for the small pick-up truck to assist with the clean-up efforts. Kent Wise reported that the crews are currently busy doing tree work at the Community Park, Barker Park and Coopersmith Park. Kent Wise indicated that work to build storage bins at the Turner Lane facility is complete, and informed that the Township has purchased 100 yards of playground mulch that will be used to top off all of the Township playground areas by the start of winter. Kent Wise informed that construction on the maintenance shop at the Community Park is almost done. Kent Wise reported that the new bathroom facilities have been constructed and are in the process of being painted. Kent Wise informed that work on the inside drywall, electric, and plumbing still need to be completed. Kent Wise stated that the new facilities would be lengthened about 40 additional feet, doubling the current capacity of storage space for the Parks Department, and informed that the facilities should be ready for occupancy in 2 to 3 weeks. Kent Wise reported that the Township hosted a compost workshop on Friday, October 31<sup>st</sup>. Kent Wise indicated that the vendor donated enough compost to top dress the outfield at Flagg Field as well as the soccer fields and the infield on the Little League field at the Community Park. Kent Wise reported that the Township had a contractor in to slice aerate Flagg Field and the soccer fields indicating that the Township still planned to do the softball field at the Community Park. Kent Wise reported that the bathrooms and gazebo at the Community Park have been vandalized recently and informed that the crews are in the process of making the required repairs. Kent Wise stated that the urinal and toilet paper dispensers in the bathroom were damaged and all of the gazebo spindles were kicked out. Kent Wise informed that the Township had to replace the urinal at a cost of \$200.00 and the toilet paper dispenser at a cost of \$70.00. Kent Wise indicated that the replacement spindles for the gazebo are currently being fabricated at Davis Lumber. Kent Wise informed that the Township police lock the bathroom facilities at the Community Park around dusk.

**Recreation:** Al Roth reporting on the Summer Recreation Program indicated that he did not have anything new to report at this time.

**Friends of the Park:** Ken Lehr reporting for the Friends of West Goshen Parks informed that the next quarterly board meeting is scheduled for Thursday, January 8<sup>th</sup> at 7:00 PM.

**Old Business:** Ken Lehr reporting on the 2003 Community Day informed that Michael Pillagalli, Holly Niemeyer and Peggy Niemeyer were the only attendees for the October 20<sup>th</sup> Community Day wrap-up meeting and stated that another meeting would need to be scheduled. Jennifer Grey-Rice suggested scheduling the meeting at 6:00 PM prior to the January 21<sup>st</sup> Park and Recreation Board meeting.

Ken Lehr reporting on the Summer Concert Series informed that the tentative dates for the 2004 Summer Concert Series are June 13<sup>th</sup>, June 27<sup>th</sup>, July 11<sup>th</sup>, July 25<sup>th</sup>, August 8<sup>th</sup> and August 22<sup>nd</sup>. Ken Lehr stated that the themes being considered for the 2004 Summer Concert Series are Children's Night, Military Band, Folk, Motown and Country. Ken Lehr indicated the Township still needed to come up with one more concert theme. Jennifer Grey-Rice suggested the offering a Spanish/Latin music concert in 2004.

Ken Lehr reporting on Movie Nights informed that 175 people attended the November 1<sup>st</sup> presentation of Raiders of the Lost Ark. Ken Lehr indicated that this was the final presentation for the 2003 season. Information on Movie Nights is listed below:

<b>Date</b>	<b>Movie</b>	<b>Location</b>	<b>Attendance</b>
September 20 <sup>th</sup>	Spy Kids	Community Park	125-150
October 4 <sup>th</sup>	Bruce Almighty	Community Park	80
October 18 <sup>th</sup>	The Hulk	Community Park	275
November 1 <sup>st</sup>	Raiders of the Lost Ark	Community Park	175

Ken Lehr reporting on upcoming bus trips informed that the Township is planning 2 bus trips to New York in December. The first trip scheduled for Monday, December 1<sup>st</sup> will include a visit to Radio City Music to see the Rockettes perform. Ken Lehr indicated that the Township has made arrangements to have 1 bus available for the December 1<sup>st</sup> trip. The cost of the trip will be between \$85.00 and \$90.00 per person. Included in the cost is a \$12.00 voucher to the concession stand. The second trip is an open bus trip to New York on Saturday, December 6<sup>th</sup>. Ken Lehr indicated that the Township has made arrangements to have 2 buses available for the December 6<sup>th</sup> trip. The cost of this trip will be between \$20.00 and \$25.00 per person. Ken Lehr indicated that both of the New York bus trips have been filled at this time.

Ken Lehr reporting on the proposed Holiday Event informed that Mary Lou Enoches volunteered to be the Park and Recreation Board representative for this event. Ken Lehr indicated that he had been in touch with a representative for "Cast in Bronze" and reported that the band would not be available to perform at this year's event. Ken Lehr stated that the Township is looking at the possibility of offering a Breakfast with Santa at the Stadium Grille. Ken Lehr informed that the cost to attend the proposed event would be about \$8.00 per adult and \$6.00 per child. Ken Lehr reported that the Township already has activities planned for December 6<sup>th</sup> (Bus Trip to New York) and indicated the Borough of West Chester has planned a similar event for December 13<sup>th</sup>. Ken Lehr stated that if the Township planned to offer a Breakfast with Santa it would have to be scheduled on December 20<sup>th</sup>. Ken Lehr asked for feedback from the members of the Park and Recreation Board on the feasibility of offering a Breakfast with Santa this year. Jennifer Grey-Rice stated that the December 20<sup>th</sup> date would be too late in the holiday season for the proposed event and suggested that the Township could come up with a better idea for this year's Holiday Event. Jerry Napiecek asked if it would be possible to hold a Lunch with Santa at the Stadium Grille. Ken Lehr indicated that this would not be possible since a lunchtime event would interfere with the Stadium Grille's normal business. Jennifer Grey-Rice asked if it would be possible for the Township to offer an event in the January timeframe after the holidays. Ken Lehr expressed concern that the weather may not cooperate at that time of the year. Mary Lou Enoches stated that holding the proposed Breakfast with Santa at the Stadium Grille would not be a financial risk for the Township since the Stadium Grille would only charge the Township for the people that attend the event. Ken Lehr informed that the Township would need to cover the cost of providing a Santa for the proposed event. Jennifer Grey-Rice asked if it

would be possible to offer a family type event ("Holiday Breakfast") for children of all ages where Santa is present but not the main focus of the event. Additionally, Jennifer Grey-Rice asked if it would be possible to also include a lunchtime menu for the proposed event. Al Roth expressed concern that the cost of attending the proposed event could be too high for many families and asked if there would be any funding remaining in the budget that could be used to help subsidize the cost. Jerry Napiecek suggested charging a flat rate of \$5.00 for the proposed event and having the Township subsidize the difference. Ken Lehr stated that if the Township agreed to help subsidize the cost of the proposed event, the event should be restricted to Township residents. Ken Lehr suggested having a pre-registration requirement for the proposed event and limiting the number of registrants to 100. Al Roth stated that a 10:00 AM start time for proposed event would be too late and asked if the Stadium Grill would be able to support an earlier time slot. The members of the Park and Recreation Board made a recommendation to proceed with the proposed Breakfast with Santa on Sunday, December 20<sup>th</sup>. Additionally, the members of the Park and Recreation Board suggested holding the cost of the event to \$5.00 per person with the Township subsidizing the difference as long as there were funds remaining in the budget to cover the cost. Sharon Lynn stated that the proposed event should be limited to Township residents and requested that members from the Park and Recreation Board commit to help support the event.

Ken Lehr reporting on the 2004 event calendar informed that Community Day would again be scheduled on the 2<sup>nd</sup> Sunday in September (September 12<sup>th</sup>) with the rain date 2 weeks later (September 26<sup>th</sup>). Ken Lehr indicated that the Decorated Bike Parade has been tentatively scheduled Saturday, July 3<sup>rd</sup> stating that there would be a better turnout if the event is held on the Saturday of the traditional July 4<sup>th</sup> weekend. Finally, Ken Lehr reported that the Battle of the Bands has been tentatively scheduled for the 2<sup>nd</sup> Saturday in May (May 8<sup>th</sup>) informing that this is also Mother's Day weekend.

Michael Pillagalli asked if the Township sent reimbursements to Phil and Linda Hicks and to Sonny Hicks for the use of their hay wagons at this year's Harvest Day. Ken Lehr indicated that the reimbursement checks have been sent out.

Bob Cifone began the discussion on the 2004 officer positions informing that he had discussions with several members of the Park and Recreation Board pertaining to the position of chair for 2004. Jerry Napiecek indicated that work related time constraints would prevent him from holding the position of chair for 2004 and stated that he would be willing to serve another term as vice-chair. Bob Cifone informed that Michael Pillagalli expressed a willingness to serve as the chair for the Park and Recreation Board in 2004. Ed Smith informed that he would be willing to serve another term as the secretary. Bob Cifone made a motion to nominate Michael Pillagalli (chair), Jerry Napiecek (vice-chair) and Ed Smith (secretary) for the year 2004 Park and Recreation Board officer positions. The motion was seconded by Mary Lou Enoches and approved. Ken Lehr informed that the nominations would be submitted to the Board of Supervisors for their approval.

Outgoing chairman Bob Cifone thanked the members of the Park and Recreation Board, Sharon Lynn, Ken Lehr and Kent Wise for making the past 2 years very enjoyable and expressed confidence that the Michael Pillagalli, Jerry Napiecek and Ed Smith will continue to do an excellent job serving as officers for the year 2004.

**New Business:** Ken Lehr reported that the Park and Recreation Board would not hold a meeting on the third Wednesday in December informing that the next meeting of the Park and Recreation Board is scheduled for January 21<sup>st</sup> 2004.

Sharon Lynn began a discussion on the volunteer requirements for the Park and Recreation Board by stating that the West Goshen Township Park and Recreation Board is an active board that requires the members to participate in the planning and commit to assisting with the tasks and activities required to make the Township events successful. Sharon Lynn stated that it is important for members to take time to volunteer the help support events. Additionally, Sharon Lynn said that members would also need to support Kent Wise and his crews and asked for suggestions on ways to increase volunteer participation for the Township sponsored events. Jennifer Grey-Rice stated the Township should begin lining up

volunteers to support Township sponsored events/activities early in the planning process. Additionally, Jennifer Grey-Rice indicated that volunteer turnout could be significantly impacted when planned events are forced to a rain date. Jennifer Grey -Rice asked if it would be possible to have someone from the Township follow-up with Park and Recreation Board members that are not able to attend the monthly meeting to inform them of any planning/staffing requirements that were reviewed during the meeting. Jerry Napiecek stated that he believes it should be the responsibility of the Park and Recreation Board member to contact Ken Lehr for a status when they are unable to attend the monthly meeting. Finally, the members of the Park and Recreation Board suggested having the meeting minutes distributed to the Board members via email.

Sharon Lynn reported that in 2004, Mary Lou Enoches will serve as a Park and Recreation Board member and Les Bair will serve as the alternate member. Sharon Lynn thanked Mary Lou Enoches for her efforts in 2003.

Sharon Lynn reported that in 2004, the Summer Recreation Program would come under the umbrella of the Park and Recreation Department. Ken Lehr will provide supervision and Al Roth will continue to be the Director for the Summer Recreation program.

Jennifer Grey-Rice asked Sharon Lynn for an update on the new park at the Wawa site (intersection of Pottstown Pike and Greenhill Road). Sharon Lynn informed that the Township continues to work with the school district to finalize access requirements. Sharon Lynn reported that funding for the new park is coming from grant monies the Township has applied for as well as assets in the Township's Capital Reserve Fund. Sharon Lynn stated that the Township expects to go out for bids in the spring of 2004. Sharon Lynn informed that the new park will not have lighting for night usage and indicated that the park would be open when the weather permits.

The meeting was adjourned at 8:15 PM. The next meeting is scheduled for January 21<sup>st</sup> 2004.

Respectfully Submitted,

Ed Smith