

## **Parks & Recreation Committee Meeting**

**Parks & Recreation Committee Members:** Commissioner and Committee Chair Nicholas O. Scull, Commissioner Kip McFatrige, Commissioner Cheryl Lockard, Patrick T. Stasio, Director of Parks & Recreation Department

- I. **Call to Order:** Commissioner and Committee Chair Scull called the meeting to order following the conclusion of the Finance & Administrative Committee Meeting.
- II. **Roll Call:** Commissioner and Committee Chair Scull and Commissioners McFatrige and Lockard. Patrick T. Stasio, Director, Parks & Recreation Department. Also present: David A. Dodies, Township Manager and Jennifer Prior, Township Solicitor.
- III. **Presentations/Announcements** - Nothing to report.
- III. **Approval of Minutes** - November 26, 2018: The meeting minutes were unanimously approved as submitted.
- IV. **Acceptance and approval of the following monthly reports** - November & December 2018:
  - A. Parks & Recreation Monthly Report - Mr. Stasio provided the following updates:
    - 2019 goals for the maintenance crew were established at the December staff meeting.
    - Request for Proposal for the Master Trail Plan was prepared and sent out.
    - 26 applications are being reviewed for the Master Trail Plan Steering Committee.
    - Golden Age Club's annual Christmas luncheon at Spring Mill Manor was attended by over 150 members.
    - Discounted movie tickets have increased to \$10.00 and are accepted at any Regal Cinema.
    - Winter recreational programs continue and preparation has begun on Summer camps, educational sessions and programs.
    - A number of trees effected by storms and the Emerald Ash Bore were removed throughout the Township.
    - Leaf removal was completed in the parks.
    - Delaware Valley Insurance Trust reported 23 minor issues, all of which have been addressed.
  - B. Library Board of Trustees Report: Lisa Quinn, a member of the Upper Moreland Public Library Board of Trustees, provided the following updates:
    - David Hakes, a resident and former board member of the Upper Moreland School District, was appointed as a new Trustee to the Board.
    - "New Year's Eve Illuminate the Library" event was well attended with over 125 participants. Thanks was given to David Elsier, Director of Public Works, and his crew for finding an efficient way to hang lights, and he suggested adding lights to all columns next year.
    - The McLean Contributionship Grant Application submitted in November was not approved. Additional sources will be explored to fund fencing, a story-telling stage, and an expansion of the drainage swale for the Environmental Educational Center presentation space adjacent to the Library property.
    - Two Environmental Educational signs were purchased and installed in December at

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Veterans Memorial Park that read "Non-Native Species and Birds", and "The Seasons".

- Executive Director, Margie Peters, and Library Board President, John Mugford, attended the Keystone Grant Workshop on January 25, 2019 to consider an application to upgrade the public restrooms.
- Security upgrades to the Library doors have been completed.
- "One Book, One County" event will be held April 11, 2019, 2 p.m. at Ursinus College, and 7 p.m., at Keneseth Israel in Elkins Park, with author Adriana Trigiani presenting her recent book, "Tony's Wife".
  - Commissioner Scull inquired on the Friends Fundraiser. Ms. Peters stated that on February 22, 2019, from 6 to 8 p.m., the Library will host "Final Friday in February", with music, dancing and food. The cost is \$5 for children and \$7 for adults.

V. **Old Business:** Mr. Stasio provided the following updates:

A. Downtown Fountain - Nothing to report.

B. Master Trail Plan Consultant Submission Review:

- Mr. Stasio stated that he provided the Commissioners and the Parks and Recreation Advisory Council with proposals from eight consultants. PRAC's top three choices, in order, are Simone Collins, Michael Baker, and McMahan & Associates. Mr. Stasio stated that his top picks, in no order, are Simone Collins, Gilmore & Associates, McMahan Associates, and Michael Baker. The project will require between 9-12 months for completion.
  - Commissioners Scull and Lockard stated that they are in favor of Simone Collins, because of their expertise in the field, pricing, and support of competitive contractors in the Township.
  - Commissioners McFatrige, Spearing, Valenza and Whiting stated that they are in favor of Gilmore & Associates, because of their track record with the Township and quality of work.
  - Commissioner Lavalley stated Gilmore & Associates has a multifaceted, in depth, and thorough series of architects and engineers, and he is in favor of their proposal.
- The Committee recommends the Board of Commissioners take action at their Regular Meeting on February 4, 2019, the appointment of Gilmore & Associates, Inc. to draft the Master Trail Plan on behalf of Upper Moreland.

C. Masons Mill Parking Lot and Water Conversion Bid Specifications:

- Mr. Stasio stated that bid documents are available on PennBid. The timeline to complete the water and sewer connection is May 31, 2019 and completion of the parking lot will follow. The contractor will not perform work on Saturday and Sunday when pavilions are in high use. The bid opening is February 21, 2019, followed recommendation by the Committee to the Board of Commissioners.

VI. **New Business:**

A. Upper Dublin Grant Support Letters

- Mr. Stasio recommended that the Board of Commissions sign support letters to granting agencies to assist Upper Dublin Township to convert the Twining Valley Golf Course into a multifaceted-use park.
- The Committee directed Mr. Dodies to facilitate the support letters for Upper Dublin Township.

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B. Master Trail Plan Steering Committee:

- Mr. Stasio stated that approximately 26 applications were received. The Committee will consist of 11 members: five members from Hatboro Borough and six members from Upper Moreland Township. A final selection of applicants will be moved for consideration at a future Finance & Administrative Committee Meeting.

VII. **Other Items:**

- Commissioner Scull and Mr. Stasio announced that Debbie Gutknecht, Secretary to Parks and Recreation, will retire on February 4, 2019, after 21 years of service. Mr. Stasio commended Ms. Gutknecht for her hard work and dedication to the Township and stated that she will be missed by everyone. Karin O'Brien, Secretary of Code Enforcement, will join Parks and Recreation as the new secretary on February 12, 2019. The Township will host a retirement brunch and present Ms. Gutknecht with a token of recognition and appreciation.
- Commissioner Spearing wished Ms. Gutknecht well in her retirement and welcomed Ms. O'Brien as the new secretary to the Department.
- Commissioner Spearing stated that the Master Trail Plan and the Wayfinding and Signage Plan complement each other and is an example of ideal planning.

VIII. **Visitor Comments** - Nothing to report.

IX. **Commissioner Comments:**

- Commissioner Scull stated concerns that the Hatboro YMCA is to be sold and plans include demolition of Nathaniel Boileau's original home which is the structure on the property. Commissioner Spearing suggested that the Historic Commission present research and concerns at a future Hatboro Borough Board meeting.
- Ms. Stasio clarified that the sale and demolition of the property does not concern Boileau Farmstead Park.
- Sue Worth-LaManna commented that the neighboring areas were all once called "The Manor of Moreland", and discussed the benefits that preservation brings to a society. She thanked Commissioner Scull for bringing attention to this important matter.
- Commissioner Lavalley commented that the structure needs to be listed on the Historic Register at the Commonwealth and at the Federal levels, which is a research-oriented and time-consuming process. He stated that little can be changed in this late stage of the arrangement, and further offered the assistance of the Commissioners to discuss historical value concerns with Hatboro officials.

X. **Adjournment** - There being no further business for this Committee, the meeting was adjourned at 9:00 p.m.

Respectfully submitted by Kathleen Kristire.