

Parks and Recreation Commission Meeting

Oakbourne Mansion
1014 S. Concord Road, Westtown, PA
11 March, 2014, 7:30pm

In attendance were: Chair Bridget Brown, commission members Jennifer Shea-Schwacke, Deb Litman-Goch, Rick Brown, and Township Manager, Bob Layman. Maria Klang arrived late. Resident Walt Pavelchek was also present.

I. Call to Order

Jen called the meeting to order at 7:35.

II. Approval of Minutes (February 11, 2014)

Rick made a motion to approve the minutes of February 11, 2014, seconded by Deb. There were no questions and the motion was approved.

III. Old Business

A. Planning Calendar for 2014

1. Movie nights – Dates have been decided. Jen will compile a list of movies for residents to vote on, and will also prepare an email to send on the listserv.
2. Open Houses – Rick will work on scheduling 3 dates. Bridget asked if we got pictures from the Queen of Hearts open house. Rick stated that he did, but he was unimpressed. He thought there was one or two that could be used for the pamphlet. Jen will work with Andrew to pull the pamphlet together.
3. Fitness classes – Maria gave an update. Morning classes are not as popular as evening classes.
4. Fall Fundraiser – tabled

B. Volunteers from the Open Space survey

Bridget read the draft email she prepared, and asked for input on the brief questionnaire she planned to include. Walt volunteered to make the follow up phone calls to residents who express interest via email.

C. Sign for Park

East Goshen has two signs they are giving to us. One is lighted and one is not. Mark has the signs at the garage. The Commission discussed stone bases, with a garden around them. They also discussed placement of the signs. Walt suggested the second sign go at Tyson Park. Rick suggested the open space off 926, on the east side of 352. Penn Wood Park was also suggested.

Bridget will send Mark an email to see what he can do to assist with installation.

D. Mansion Projects

1. Pamphlet

Jen will follow up with Andrew on the pamphlet, brochure, and P&R logo.

2. Meeting with Board of Supervisors on March 3, 2014

Bridget said the three township commissions (Planning, Parks, Historical) only had 20 minutes on the agenda, and the Planning Commission monopolized the whole time. Although she did

not get much of an opportunity to speak, Bridget said the Board is expecting the commissions to be proactive.

Bridget reported that Dick Pomerantz volunteered to put together a list of questions for each commission for the Board, but she has not received it yet.

IV. New Business

A. Summer LEGO Day

Bridget will follow up with Bricks 4 Kids Lego days.

B. Open Space – Penn Wood Park

Rick has taken several scouts over to the park for Eagle projects, and talked to Mark. Possible projects include brush clearing, constructing benches, working on the steps behind the ball field, and perhaps build a raised path across the marshy area. Eagle projects require 100 hours of work, but that includes project planning time.

The Commission will also look into DCNR grants. It's too late to apply this year, but they will investigate the process for next year. Mr. Layman suggested contacting DCNR and meeting with them to gain an understanding of the requirements.

C. Oakbourne Trails

Rick talked to Mark about getting mulch to use on some of the trails. Maria suggested contacting Kevin Kelly for volunteers to do trail work. He heads the Cross Country running series for WCASD that are held at Oakbourne Park.

D. Friends of Oakbourne

Rick thanked Walt for coming to all the P&R meetings, and suggested a joint luncheon with FoO to improve communications. Jen suggested a brunch bringing all the commissions together. Bob mentioned that the Board is looking to create several citizen committees (Sewer, Website, and Open Space), and suggested that they should be included if a lunch is scheduled.

V. Public Comment

Jen revisited the idea of getting help from community service programs and/or creating a formal P&R internship program. The commission decided to table this for discussion along with the fall event.

Maria suggested creating a quarterly Parks & Recreation newsletter.

Walt had some photographs he wanted to pass on for the township archives. He also suggested using an "Action Item" email, since the commission only meets monthly.

Rick mentioned the Adopt a Pig foundation is holding a fundraiser on April 5 at the mansion. He wanted approval to provide tables and chairs at no charge. The Commission agreed.

VI. Action Items

Pam – assist Deb with setting up an email address

Deb – send email to OSTF survey volunteers

Jen – choose movies for resident voting and compose listserv email; follow up with Andrew about pamphlet, brochure, and logo; contact Fire Police for CYS; hunt for copy of P&R mission statement

Bridget – contact Bricks 4 kids about Lego days

Rick – coordinate with Mark on Eagle projects at Penn Wood Park; contact Scouts for CYS help

Maria – work on prototype of P&R newsletter

VII. Adjournment

Bridget adjourned the meeting at 9:08.