

**Westtown Township**  
**Parks & Recreation Commission Meeting**  
Oakbourne Mansion, 1014 S. Concord Road, Westtown Township, PA  
February 14, 2017

In attendance: Jennifer Masiko, Ida Fritsche, Phillip Garabedian, Donel Manke, and Rob Pingar (Township Manager)

I. **Call to Order**

The meeting was called to order at 7:01 p.m.

II. **Approval of Minutes**

The minutes of January 10, 2017 were approved.

III. **New Business**

**A. Commission Candidates** - Eileen Bengston, Susan Alloway, John Mattiola.

The commission members held a round-table style discussion to learn about each candidate, their motivations, experiences, and ideas. The commission fielded and answered questions from the candidates and Rob Pingar explained the overall mission of the commission, procedures, and expectations.

Eileen Bengston and Susan Alloway displayed immediate desire to join the commission. John Mattiola respectfully requested a couple days to think about how this responsibility will fit into his life. All three candidates were voted upon favorably by the commission to meet with the BOS for confirmation.

**B. 2017 Calendar of Events**

There was previous concern there would not be sufficient manpower to hold the yard sale on April 29, 2017. However, with the impending addition of new commissioners, we voted to hold the yard sale as currently scheduled. Rob Pingar will ask Pam Coleman to send the commissioners a comprehensive list of responsibilities to prepare for the event.

Summer movie nights will be discussed at the next P&R meeting. This will include possibly adding a 4<sup>th</sup> movie night aimed at older residents - a "fall back in time" movie event featuring an older film (e.g. Casablanca). Current dates include June 23, July 21, and August 18.

Westtown Day is scheduled to move forward on September 9, 2017.

**C. 2017 Park Projects**

Rob Pingar noted that the township supervisors set aside a healthy budget for various park improvement projects. Those recommended by the commission and presented by Jennifer Masiko at the January 17 BOS meeting will be considered. The commission was pleased to hear this and looks forward to helping to accomplish these goals.

**D. NWF Wildlife Habitat Certification**

Philip Garabedian discussed the signage that would be most appropriate for designating both Oakbourne Park and Tyson Park as certified locations within the township for the National

Wildlife Federation (NWF)'s Certified Community Wildlife Habitat program. The Commission agreed to the largest of the signs offered, to gain the most exposure to visitors to the parks. Philip will sit down with Rob Pingar Friday, February 17 at the township building to make the arrangements.

IV. **Old Business**

**A. Board Meeting Attendance**

A rotating schedule of P&R commissioners to present to the BOS at their second meeting of the month has not yet been decided. Once new members are appointed, a schedule will be created. Jennifer Masiko will present at the next BOS meeting schedule on Tuesday February 21, 2017.

V. **Non-agenda items**

**A. Westtown Township War Memorial Committee**

Although the commission as a whole is not directly involved, the members provided their opinions on potential sites for the memorial location, with Jennifer Masiko to represent their views and opinions at the War Memorial Committee Meeting held January 12 at the township building. The final location will be decided by the Board of Supervisors at a later date.

**B. Online Registration for Township Events**

Rob Pingar was asked if the township was open to finding a way for registrants and participants of township-sponsored events to do so online. This topic was briefly discussed during a time when a 5K was proposed last year. We will revisit this topic.

**C. Minutes**

Donel Manke asked if the commission would agree to cycle the note-taking responsibilities, citing her computer software incompatibility. It was agreed that the commission members would rotate preparing the meeting minutes.

VI. **Action Items**

- A. Rob will ask Pam to send the commissioners a check-list list for the Spring Yard Sale.
- B. Phil will sit down with Rob on the afternoon of Friday February 17 to pay for the park signage using the township credit card.
- C. All members will think about movies to present on our movie nights and bring their suggestions to the next P&R meeting.
- D. Jennifer will present at the next BOS meeting held on Tuesday February 21, 2017.

VII. **Adjournment**

The meeting was adjourned at 8:23 p.m.