



## **Minutes: Parks & Recreation 05/05/2014**

The regular meeting of the Middle Smithfield Township Parks and Recreation Advisory Board was held on Monday, May 5<sup>th</sup> at 6:30pm at the Schoonover Municipal Building with Chairperson Joyce Fenical presiding.

### **Attendance:**

- Parks and Recreation Board, Joyce Fenical, Patricia Griffin, Jeff Reichl, Ann Marie Pohlman, Abigail Graham.
- Litter & Beautification Subcommittee: Holly Halterman, Ed Regina
- Parks Subcommittees: Bill Bonser, Eric Graham, Debbie Kulick
- Members of the Public: Kathy Dwyer, Joseph Shuon (Eagle Scout), Rich Schuon
- Guests: Debbie Thompkins of Winona Lakes with Noel Thompkins; Luke Tompkins, Dylan Hawley
- Supervisors: Mike Dwyer and Annette Atkinson.

### **Approval of Minutes**

Ann Marie Pohlman motion to approve minutes, Jeff Reichl second, all approved minutes

### **Courtesy of the Floor / Public Comment**

### **Correspondence**

### **Old Business**

**Parks Surveys:** Annette praised the Parks & Rec group and their volunteers for getting as many responses in one event as the township received in a year, and 10 times as many responses as was on file when previous boards tried a parks survey. Received: 97 responses total, of which 77 respondents gave either an email address or a phone number, 21 said they were interested in the Parks and Recreation Board. Discussion about reaching out to collect more volunteers, if not for a subcommittee, then for at least one event during the year. Abigail volunteered to draft a welcome letter to the folks who said they were interested in the Board; the township would send it out from the Litter & Beautification email address. Abigail to submit to Joyce and BOS for comments.

Who will do surveys on election day (5/20)? Jeff Reichl volunteered.

Pat Griffin: folks were overwhelmed by survey because it was too long. Discussion followed. Jeff pointed out that if all surveys were the same, it would be easier to tabulate results. Annette suggested most important questions on top, rest on bottom, so anyone overwhelmed can leave after filling out most critical part.

### **Review / Debrief of Past Events:**

### **Egg Hunt**

## Review / Debrief of Past Events:

### **Egg Hunt Review**

Pat Griffin: We can include Pat Griffin's original notes with the approved minutes so everyone can see them, as they were very good ideas. Pat G thought the tickets were great. If we ask for volunteers, have something for them to do. Thought the whole survey thing was great. One prize of \$25 great – but announce the winner and announce the drawing itself over the loudspeaker. Have 2 announcement boards with things listed on them – like "winner picked at 12:45p" Pat Griffin thought 3,000 eggs were too many. Distribute so children got eggs more evenly. Thinks eggs should be hidden better. Thinks parents should not enter the egg hunt area. Thinks each children's groups should be done at different times: 0-4 at noon, 5-7 at 12:15p, 8-12 at 12:30p. Give each child a container to control the amount of eggs they take. Pails for eggs can have sponsor's names on them. Have a place to recycle the plastic eggs. Put out more donation containers and put them in more obvious places (5 people asked where do they pay). Thought Easter bunny was fabulous. Has a diagram of how the children would enter the fields (shoulder to shoulder instead of straight line). Parents were picking up eggs, this is bad. Patricia Griffin thought the juice and treats worked out well, but thought we should give out healthy carrots instead. Annette mentioned perhaps get the pails in different colors and children can only pick up eggs that match the color of the pail as another method of slowing the children down.

Abigail: hiding the eggs; don't go off the trail (safety concerns)

Joyce Fenical: We got \$28 in donations

**Introduction of Guests:** Debbie Thompkins from Winona Lakes, Social Studies assignment for her child to go to a township meeting: Noel Thompkins.

### **1000 Feet of Street Review**

Mike Dwyer went over the numbers: almost 30 volunteers, 20 miles of road were cleaned (10 miles both sides), 30 yard dumpster was filled, Mike listed the roads we cleaned (209, Sellersville, Gravel Ridge, Tom X, Upper Lakeview) and mentioned businesses that participated (The Big A, McDonalds, Wawa, Tom X Pub, Starting Gate/Pocono Indian Museum).

Suggestions for next time: Ann Marie Pohlman will work with Holly to get more publicity and volunteers. Pat Griffin: also have a simultaneous effort to get individuals to clean up in front of their own place/own store. Jeff Reichl: have the cleanup during the whole weekend, not just a Saturday. Mike: get trash bags that actually say "1000 feet of street" on them. Abigail – allow people to organize teams and whoever collects the most bags of trash gets a prize or something – get like a sports team or something to so it. Something that existing groups can do – perhaps free pavilion rental. How to measure the winner: count the full bags or the weight of the bags.

Holly: Buddy Arnst was wonderful, he picked up like 20 bags between Miggy's and Lake of the Pines.

Mike brought up Keep America/Keep PA Beautiful, they will put our event up on their website next time.

Discussed **Veteran's Memorial** next. Joe Schoen distributed a new diagram of what the memorial would look like. Ed Regina suggested some deer resistant plants that can be used at the memorial. They would put it at Echo Lake near 209 near the flagpole. Donation from Vietnam Veteran's of Foreign War possible.

QUESTIONS: Did Dave Manter's architect help? Also, how will this work? How will we get the names of the vets? Living and those still serving?

Group discussion on memorial: Was thinking more general – "to all who served" only instead of also having individual names on plaques or name bricks. When Joe Schoen was asked what the input from veterans groups was, he said "Civilian contractors that work for the armed forces don't get a lot of recognition." Someone suggested a general inscription such as "to Monroe county veterans". Jeff Reichl mentioned paving stones, to help pay for this Memorial via fundraising to the veterans. Annette said the township intended to pay for this memorial, and is not seeking money from veterans or their families.

Abigail – thinks memorial it should be for all veterans whether they have lived in the township, in the county or in Pennsylvania or not. Abigail thinks if the twp is paying for the general memorial, then the family can buy a brick to memorialize their veteran. Big discussion on whether memorial should be a general memorial or one with names of veterans; only vets from Middle Smithfield? Or the county? Or Pennsylvania? Or what about people who lived here for 20 years and wanted to honor a relative who didn't ever live in MST? How about Gettysburg, etc. ? They have memorials that are specific to regiments, e.g., for the 147<sup>th</sup> regiment, etc.

If we are going to do a general memorial, then perhaps we should mention the PA regiments?

Discussion ended with group thinking this should be done in phases, with the first phase being the general memorial (one monument for each armed force.) Further discussion, when appropriate, about offering memorial bricks

#### **Parks:**

**Echo Lake:** Jeff Reichl: Jeff wanted to put the brick sales on hold for now. Bill Bonser said he can get the engraved bricks for \$16. Bill also showed us a foam core squares, or metal engraved shields.

**Pavers:** Mike: Township will put pavers down and when engraved pavers are sold, the township will swap them out.

#### **Jeff needs a binder. (the ones twp gives out at Committee Board Meetings)**

Jeff wants to table the engraved bricks discussion now. This will be tabled till after the Vets Memorial is done.

**Resica:** Ann Marie: buildings are painted, no flowerbeds yet (frost) and the new scoreboards look great. Ann Marie will look into the Trunk or Treat Flowerbeds. 2 flowerbeds. Talked about whether it's a container garden or not. More a watering commitment if in sunken pots or container.

**Pat Griffin:** flowerbeds by committees is too much work. She also does not want to pay tax dollars to have the township make it look nice. Annette: If 10 volunteers do something weekly (e.g., weed and water), then each volunteer only has to show up for an hour or two once every 10 weeks. There are only 24 weeks to the season, so most likely, flowerbeds at Parks only require two visits per person -- a 4 hour commitment a year for each Park volunteer. Annette asked how about sponsors? Like Petsmart sponsoring a flowerbed for the

dog park, to pay for its maintenance. Then Public Works can do flowerbed maintenance when they mow and water. Abigail does not want sponsor signs in front of the dogpark.

**Judy Putek:** Abigail: The kiosk is broken – plexiglass is broken, wants a replacement for the kiosk. Annette said township can replace kiosk, but the one there was donated by Joyce Bush's friend, will it be alright? Will Joyce Bush's feelings be hurt? Abigail says Joyce Bush has disappeared. Also, some lady is dumping her personal trash in the trash cans there.

Abigail – has a subcommittee meeting on the 28<sup>th</sup> to go over the new dog park. Mike to email Abigail an update.

**Litter and Beautification:** Holly 1000 feet – there was not enough volunteers, there are still streets that need to be cleaned. Jeff's basketball team adopted Upper Lakeview and are keeping that clean. Holly called the other townships [HOLLY PLEASE FILL IN ANYTHING I MISSED] – Polk: road crew and volunteers, East Stroudsburg = road crew, Lehman, road crew and Boy Scouts, Smithfield: Ed said only 4 on their road crew – they do Adopt A Roads. Volunteers and their road crew does it. Best bet is volunteer groups like senior citizens and boy scouts. Ed from Lehman said Reichl is doing a great job on his road.

Holly said Creek Road going towards Otter Lake – very dirty. Mike and Annette said that Creek Road is a Penn Dot Road. It is also in the Adopt a Road program, and folks have adopted that road – they should be cleaning it.

## **New Business**

### **Future Events**

Jeff Reichl started talking about his yard sale slated for 5/31.

How big should the spaces be? Mike: 10x10. Griffin: talked about Lou Scaltrito's yard sales on Sellersville Road, said it was good because people directed where the vendors should go. Rain date? Jeff said none. Griffin: when it starts to rain, everyone leaves. Asked how many people would take a table for the yard sale.

Group went through Jeff's event proposal; he didn't understand that the event proposal for was only for the committee members to propose events or projects, and not the general public. The general public only has to fill out a simple park reservation form. Jeff will hand out surveys at the yard sale.

Debbie Thompkins asked "are you ever going to do things on Sundays because I can't make things on Saturdays ever." We can do something Sunday afternoon after 1pm? The group discussed having events on Sundays, and will keep it in mind.

**Community Day:** June or September or 2015? All agreed that without township employee Ryan Senay (who was this event's lead coordinator), and the addition of the yard sale event, June and possibly September was too soon to have this event.

Abigail: Would new dog park be open in the fall? Mike Dwyer, possibly but not everything will be up and running.

Pat Griffin: Let's us decide how many annual events we will do? We don't want to get overwhelmed.

Joyce: How do we get volunteers from the schools? Abigail: Talk to the teachers? Jeff Reichl: Key Club Griffin: Notre Dame: honor society and student council. Beginning in 7<sup>th</sup> grade to 12<sup>th</sup> grade 40 hours community services (30, 20, and 10 all the way down). Access that through the one teacher who is in charge of community service. Send a letter to the principal, asking who the teacher is that is in charge of that. Abigail will draft a letter to go to teachers. Bill Bonser says he goes through the Honor Society, and "you can get volunteers up the ass".

Parks voted on when to have Community Day. They voted on doing it in 2015. So replacement for Ryan can take this over. [NOTE: WHO MADE THE MOTION AND WHO SECONDED IT]

Flag dedication: Mike spoke to Gerry Patane. Mike will ask Lorna Farrell re: Monroe County Color Guard. Eagle Scouts and Boy Scouts, Mike will confirm those groups.

### **Trunk or Treat**

How does it work? Annette explained a little bit about how Trunk or Treats work. Griffin: how do we get these other people to come beside the volunteers in their cars? Mike: Pick the best decorated car and get a prize, but you have to register. Kathy Dwyer explained in more detail what a Trunk or Treat is and how it works.

### **Streamlining**

Jeff Reichl: to streamline the event discussions at the Parks meetings, just make a sub-committee for each event, that can meet separately, so that Parks meetings can be about the Parks.

### **Tree Lighting:**

This event was done entirely by the township last year. It is on Parks list because it happens in a park, but since it is the kick-off to the Shop Local campaign, the Economic Development Committee should be involved too. Agreed that township would make Jeff Reichl, Echo Park Lead, aware of all the meetings, receive minutes, etc, so he could come and then report back to parks what happens.

## Announcements

**Next Meeting is June 2<sup>nd</sup> / Adjournment:** There being no further business, Jeff Reichl motioned to adjourn, Abigail Graham seconded, meeting adjourned 8:54pm

Respectfully submitted,

Annette Atkinson, Filling in for Recording Secretary and Township Liaison Erin Groome

Copy:

- Committee Board Members
- Committee Sub Committee and/or task Force Members
- Supervisors
- MST Liaison
- MST Township Secretary

DRAFT