

East Coventry Township Parks, Recreation and Conservation Committee Meeting Minutes

Date: July 27, 2009 **Meeting Called By:** Karen Nocella

Time: 7:30 pm **Meeting Notes By:** Flora Kapp

Attended	Name	Attended	Name
X	Anne R. Sage	X	Joe Pennypacker
X	Bruce Stephens	X	John Doyle
X	Carol Tucci	X	Karen Nocella
X	Cathy Carney-Horner		Melissa Ciacci
X	Cathy Wright	X	Mike Laporta
X	Connie Megay		
X	Flora Kapp		

Guests in attendance: N/A

- Karen opened the meeting at 7:30pm, welcoming new members and thanking them for volunteering and explained the intent/purpose of the committee. All in attendance introduced themselves. New residents joining the team include: Anne Sage, Cathy Carney-Horner, Cathy Wright, Connie Megay, Joe Pennypacker, and John Doyle.
- Old business - Maack property update
 - Chester County grant mailed 7/17, will not hear till Nov-Dec.
 - DCNR – will not know till Mar 2010
 - Survey completed for trails around current portion owned by township
 - Trail signs – ask Eagle Scouts?

Agenda Item: Elect Chair, vice chair and secretary

- Copies of the Ordinance No. 157 "Parks, Recreation and Conservation Committee Ordinance" distributed and reviewed/discussed. Committee is made up of 5 voting members selected by Board of Supervisors with staggered terms: Karen Nocella, Carol Tucci – 5 year terms, Flora Kapp, Bruce Stephens – 4 year terms, Cathy Carney-Horner – 3 year term.
- Election of officers
 - Motion was made by Carol Tucci to nominate Karen Nocella as Chair, seconded by Bruce Stephens, motion carried, no nays.
 - Motion was made by Bruce Stephens to nominate Flora Kapp as Secretary, seconded by Mike Laporta, motion carried, no nays.
 - Motion made by Mike Laporta to nominate Carol Tucci as Vice Chair, seconded by Bruce Stephens, motion carried, no nays.

Agenda Item: Select day of week and time

- It was voted by members to keep meeting time at 4th Tuesday each month, 7:30pm

Agenda Item: Review Community Day

- Community Day was held on Saturday, June 6th at East Coventry Township Bldg/Ellis Woods Park. Great weather and turnout (estimated attendance 700).
- Karen maintained a folder for the event. Carol suggested an outline of the event be created that would include description of all events, time to plan/prepare, vendors (names, addresses, etc.), costs, diagram of setup (location of vendors, booths, band, rides), and a critique (good & bad points). Karen to prepare outline.
- Sponsors - Carol prepared and sent out thank you letters to all sponsors. Sponsors are currently displayed on township website.
- The idea for this year's Community Day was to bring the community together introduce them to local businesses and the new play area trail at Ellis Woods Park. As the budget for parks & recs is \$4,000 we asked local businesses for donations towards the raffle, contests or to sponsor an activity to help offset expense.

Total cost of event:	\$	4,663.05
Donations received:	\$	1,600.00 -
Brought in:	\$	<u>513.59 -</u>
Township cost:	\$	2,549.46
- What worked:
 - Location change – moved from Towpath to Ellis Woods to involve more of the community.
 - Food vendors – charge for food (in the past food was free), several food vendors/organizations participated. Karen to contact vendors for details to see what items sold well, quantity and cost.
 - Music - the Mango Men – consider having them again
 - Scavenger Hunt – over 50 groups/teams participated
- Concerns/could improve upon
 - Planning/preparation – NEED to start earlier - January!
 - Parking, police did a good job of moving cars in and out, but long walk for older/handicap. Think about shuttle/golf carts for 2010.
 - Rides worked but need to rethink waiting lines.
 - Raffles – it was suggested that space them out, save big one for the end, maybe separate buckets for the different items.
 - Improve on recognition for sponsors
- Ideas for 2010
 - Stick with same weekend (first Saturday in June) and times (12-4) helps to keep vendors – if the event worked well for them they will keep the date in mind for following year.
 - Recycling containers for trash. Consider inviting Jim/recycling center to display recycle info. Supply information about recycling of computers, etc. (Chester County)
 - Center day around a theme
 - Initial letter to sponsors go out in October, follow up in January. Create “donor” form, choice items to sponsor, tax deductible, and acknowledgement.
 - Advertise to public earlier
 - Invite crafters? If do so, need to supply enough space for their car/supplies, they want to be

- where crowd is and know number of people.
- Committee members were asked to start thinking of ideas for 2010, attend other township events for ideas.
 - Karen to obtain list of residents paying Business Privilege Tax from Bernie and list of all names/businesses in township.

Agenda Item: Recommendations for playground equipment at Towpath Park

- Board of Supervisors would like committee's recommendation for type of playground equipment to install in Towpath Park as old equipment removed as it had deteriorated and was not safe.
- Grant money would have to be obtained to fund purchase of equipment.
- At this time the Committee would like to recommend to the BOS that equipment should be replaced but like more time to review.
 - Install the basics (swings, etc.) but not the same as Ellis Woods; possibly create area for adult games (bocce ball, horse shoes, etc.).
- Currently, the pavilion is available for rent for private parties. Karen to inquire as to whom and for what type of events is it being rented for. Maybe could hold events such as Bingo, movie night.

Agenda Item: Potential of the Heyser tract for athletic fields

- Located behind Coventry Diner towards Towpath Park zoned for athletic fields. 11/1997 Grant/proposal by township written (\$80,000 spent). Fell through as township could not recruit local athletic leagues to help finance.
- Committee felt there is a need for athletic fields in the township and before formal recommendation to BOS could be made the current proposal would need to be reviewed and updated.

Agenda Item: Potential of Creek View land behind township

- Developer – Heritage, 50 acres behind Ellis Woods Park, not developed because no public sewer and housing market.
- Should the committee make recommendation to purchase as open space?
 - Carol made motion to look into feasibility of possible grant money to acquire, motion seconded by Karen, all agreed, no nays.
- Carol to draft letter to BOS.

Agenda Item: Our recommendations for the Parkerford Tavern

- Parkerford Tavern owned by East Vincent Township and adjacent parcels owned by Chester County and East Coventry halfway between Phoenixville and Pottstown. Plans for a historic park/trail head along the Schuylkill River Trail.

- Rose Miller presented master plan to BOS
- \$18,000 needed to fund plan developed (\$4,000 each from E Vincent and E Coventry, and hope to get \$10,000 from PECO).
- Motion made by Bruce to recommend to BOS to fund master plan, Carol seconded the motion, all in favor, no nays.

Agenda Item: Open space referendum

- Referendum for November ballot: Should the township preserve open space? Do you want to put tax money towards preserving space?
 - Township must have matching money to apply for grants this would provide a way to obtain these funds.
- Would need to inform residents prior to voting why it is important to preserve open space, benefits to the community, and cost to residents through taxes (piece of pizza).
- Homestead Act – can this be referenced?
- Decision made to table to next meeting. Karen to get more info regarding wording.

Agenda Item: Other

- Karen informed committee about the bus tour given by the Northern Federation which toured neighboring townships to see the various parks/open space projects.
- Annual Report to BOS by 3/1/10 – John Doyle volunteered to put together.
- Bruce – review revenue/expenses each meeting.
- Proposed budget this year?
- Township adopted by 12/31
- New comprehensive plan through Northern Federation – DCNR said we are to use this plan.
- Fee in lieu of was never officially adopted because the wording needed to be revised to coincide with the original plan. Northern Federation or Pottstown Municipal

Bruce made motion to adjourn meeting, seconded by Carol, all agreed, no nays.
Meeting adjourned at 9:45 pm.

Signed: _____

Date: _____

Flora Kapp/Secretary