

MINUTES
MEETING OF PARKS AND RECREATION BOARD
SEPTEMBER 18, 2014

Great Valley Middle School

Present: Pat Dowd (Phoenixville Area Soccer Club), Karen Schlichter, Jim Quay, Chris Lawrence, Tom Kerrigan, Esther Underhill, Alix Coleman, Sue Staas, Kevin Kuhn, Supervisor, and Tim Hubbard, Facilities Manager.

Absent: Mary Lou Forcine, Chuck McQuiston

The meeting got underway at 7:35, with Chris Lawrence joining via speaker phone, and later, in person.

1. There were introductions all around. Tim Hubbard, currently Township Fire Marshall, has added a new title: Facilities Manager. He will be the contact for day to day needs in the parks, especially Charlestown Park. His cell phone # is 484-614-6119. Email: firemarshal@charlestown.pa.us.
2. **Report on Charlestown Day:** Karen Schlichter
 - a. Final meeting about parking is Friday, 9/19.
 - i. At this meeting we will review the planned parking system, which is being managed by the Tech School. One entrance from Twp Line road - 4 different color coded parking areas, according to role in the day - ie vendor, 5K runner, participant, sports. Pat Dowd noted that there will be a need for additional parking space for the sports teams, which are enjoying heavy enrollment.
 - ii. In case of rain, additional paved parking areas have been identified as fall back in case of rain.
 - iii. Laura will send vendors a sign for their windshield that will indicate their parking area
 - b. 45 vendors have signed up; both profit and non-profit.
 - i. Kids oriented vendors will be in the kid zone.
 - ii. Food vendors will be scattered:
 - iii. Tech school will be cooking hotdogs, hamburgs, selling their own chili.
 - iv. New (to us) vendors include Kona Ice from King of Prussia, and a Vegetarian vendor.
 - c. Philadelphia Major League Soccer Union will come from noon to 2PM.
 - d. Kimberton Fire Company will have equipment on site.
 - e. Stage - there will be a variety of events on the stage.
 - i. Winners of race will receive recognition and prizes. 40 gift certificates to give out as prizes, and for a raffle.
 - ii. VF CC will control the schedule, sound equipment.
 - f. No pony rides this year.
 - g. Porta potties: looks like there will be enough.
 - h. **Run begins at 9 and hopefully last runner will be back by 10.**

- i. 35 Runners are signed up so far
- ii. There will be some road closures - with detours all marked with signs. Course Marshalls and local Fire Police will be along the route.
- iii. Courtesy letters for 150 houses who will be affected by the detours will be mailed in the next week.
- iv. Pat will incorporate the letter into his email correspondence with players.
- v. There will be runner bags filled with all kinds of advertisements, favors, etc. & T Shirts will be available for runners and for families.
- i. Volunteers are now needed to help with the day.**
- j. Charlestown Twp Booth
 - i. Informative Township maps (Open Space, Zoning, Trails,) will be on exhibit. There will be handouts on the township, emergency management, pipeline safety etc. Esther and Walt Underhill will help with setup. Tim Hubbard offered to help transport things to the site; and the Boy Scouts will be available to help set up.
- k. Jim Quay reported many hanging branches on the nature trail ("Widowmakers"). Tim will contact Jim to ensure their removal before October 4. We will also need yellow tape around old pavilion and fireplace.

3. Trails report: Sue Staas

- a. Two new trails will open in October: The Thompson Trail and a new Trail along the Pickering Creek ending at the Ice Dam.
 - i. Kudos to Chris Galbraith and Betsy Pilgrim and to Jim Thompson for their work on the Thompson Trail.
 - ii. The Pickering Creek Trail is an Eagle Scout project led by Jack Kesti. At this meeting, we tentatively combined Jack's name for the trail - "Freedom Trail" and the adults' practical name: "Ice Dam Trail" and came up with Pickering Ice Dam Freedom Trail.
 - iii. **Rails to Trails:** There will be another public meeting exploring the construction of the Devault RTT on October 20, 7 to 9 PM at the GVMS cafeteria

4. The Mill: Kevin Kuhn

- a. Mill will have milling equipment installed with interpretive signs explaining the equipment.
- b. It was mentioned that the Township should also look into installing Historic Interpretive signs for Valley Forge Hospital, and the little dam along the Pickering Creek Trail.

5. Charlestown Park: Kevin Kuhn

- a. There will be major repairs in the next two years. Supervisors are still negotiating with Phoenixville for some more property. Then will redo parking to 385 spaces, at least. Challenge is that there is so much infrastructure there, which can lead to a lot of dislocation.
- b. Pat Dowd stated that the Soccer Club and PMYC would like to be involved in the building to be constructed for their use.

- c. Tom Kerrigan voiced concern with the fence around the park and safety issues with crossing Cold Stream Road to Charlestown Park. Is there a creative solution to allow foot access to Ctown Park??
- 6. Re-organization of Parks and Recreation Commission-**
- a. Chris Lawrence, replacing Bob Jones, was welcomed onto the Commission.
 - b. Kevin explained that by law Charlestown's Commission is limited to seven members each serving a five year term.
 - i. Its charge, according to Resolution #47 issued by the Board of Supervisors in 1984 is: The Parks and Rec Board advises the Board of Supervisors on matters of recreational policy and the development and maintenance of parks and trails in the Township, including the 44 acre Charlestown Park, the future Jenkins Park, the Pickering Trail, Brightside Park and all other recreational and open space throughout the Township. (Brightside is a park by ordinance.)
 - ii. Kevin emphasized that the Supervisors and Parks and Rec Commission need to work on the ongoing role of the P&R Commission.
 - c. After discussion, Chris Lawrence was confirmed as Chair of the Commission, and Sue Staas as Secretary.
 - d. **Chris will confirm the status of the other members of the Commission.**
- 7. Budgets are due October 20: Copies of 2014 budget and actual expenditures will be sent to Commission members for their review before the October meeting.**
- i. **Tim will explore bidding for a trash company to clean out Charlestown Park as necessary.**
- 8. Agenda for Next meeting on October 16, GVMS, 7:30 PM.**
- i. Recap Ctown Day
 - ii. New members - Swap out board members
 - iii. Budget for 2015
 - iv. Begin to structure P & R for future ordinance
 - v. Get price on getting rid of fence along Pickering Dam Road.

Meeting was Adjourned at 9:51. **Next Meeting: October 16, 7:30 PM at GVMS.**

Sue Staas, Sec'y