

## **Charlestown Township Parks and Recreation Board Minutes of November 20, 2014 - draft**

The first meeting for November was held November 20, 2014 at the Great Valley Middle School, Room 147, 255 N. Phoenixville Pike, in Malvern, PA.

**Present:** Chris Lawrence, Pat Dowd, Phoenixville Area Soccer Club, Karen Schlichter, Sue Staas, Marylou Forcine, Pete Warner, Chris Galbraith, and James T. Quay.

Consultants: none

Staff: Tim Hubbard, Property & Safety Coordinator and Lisa Gardner, Recording Secretary.

Call to Order: 7:32 p.m.

### **Minutes**

The October Minutes were approved.

### **New Business**

#### Charlestown Park Plan Phase I and II Overview by Chris Lawrence

Mr. Lawrence told attendees that the Township has an acre of land in Charlestown Park that will be considered a stage 1 area for parking during construction. The weeded acre is in Schuylkill Township. But, it is a key part of the first Phase of parking and pavilion construction.

The Board of Supervisors wants the P&R members to assist in planning for Phase II because items to be addressed in Phase II may actually impact Phase I. Also, underlying infrastructure may complicate planning. Items discussed were

- Water- the usage for field watering, the Clubhouse (old brick jail scheduled in Phase II), the Snack Shack (Phase II), the restrooms, and the need for testing potability.
  1. The clubhouse has a lot of unused space inside (cells) but seems to be in good shape structurally. Mr. Dowd said he would like to see it gutted. A third could be storage for the soccer clubs, and the rest for a meeting area with a non-public restroom. Sewer and water are at the building. It used to have heat, the roof is ok, but the windows need attention. There is no insulation.
  2. The snack shack could have its square footage increase under the current roof.
- Field expansion- the current football field could be expanded to allow other uses, ex., lacrosse, soccer

## Charlestown Park 2014 YTD Maintenance

Members agreed to renew the same contractor for mowing the park. Mrs. Schlichter said that all the figures for Charlestown Day were given to Mrs. Csete, and she will be forwarding them to Mr. Lawrence.

Mr. Lawrence took pictures of items like picnic benches and pavilion boards that needed to be repaired for safety reasons. The pictures will be made available to members. He will be contacting Mr. Thompson for repairs, at the direction of the Supervisors. There were also missing ballards on the bridge that exposed rusty nails, those too will need to be fixed. Also mentioned, was an erosion area at the south-side soccer field. These issues will receive budgeted funds. Although they are not in the Phasing Plan, they need to be addressed mostly for safety. Mr. Theurkauf will be contacted regarding the erosion area.

Mr. Quay and Mr. Hubbard discussed the demolition of the playground. Mr. Quay thought there were still some hazards that need to be addressed, even though demo is scheduled for the spring. Mr. Lawrence said the plan was to take down everything dangerous in Phase I so the budget doesn't need to contain funds for improvements scheduled out a year.

The Supervisors and Mr. Lawrence want a trash pickup schedule (there are 3 types of waste generated at the park). Mr. Lawrence wants to set a schedule and then add in specific events as needed. This information can be gotten from the groups reserving the Park. Mrs. Schlichter said groups don't always register, and some signage specifying that may help. Mr. Hubbard is to contact the Phoenixville Marion Youth Club to ask for a schedule and thank them ahead of time for policing their area for trash (per their contract). Mr. Quay would like a mowing schedule so he can try to clean up the roadside trash before it gets mowed.

## 2015 Budget

The Board of Supervisors has already received the budget from the Parks & Recreation Board. The figures were slightly higher to account for the broken Park items not to be addressed by the spring construction.

- Historical Signage- Mr. Lawrence would like to educate the public about the history of ownership and function of the land (hospital, farm, original settlers). Mrs. Staas suggested contacting the Historic Architectural Review Board. Mrs. Philips (HARB) will be contacted about the new sign on the college grounds (across from the Haven).
- Trail Signage
- Nature and species signage
- Increasing the usage of the Park by adding programs (pollinator partnership, tai chi, Historical Society of the Phoenixville Area presentations, etc.).
- All agreed the fence around the park will be removed. Members added the following fence comments:
  1. Some roadside Park areas will require a low pole and cable barrier (to discourage turfing), or guardrails to protect people at the fields, from cars.

2. Signs will need to be posted about crossing Coldstream Road.
3. Some sort of traffic light and crosswalk may be added at Ravenhill Road since the sight distance is much better than at Maryhill Road and Coldstream Road.
4. Any repercussions from fence removal could be added into Phase II.

### Trails Update – Susanna Staas

Trails within the Township are doing well; she is now working on connectors and maintenance. Mrs. Staas continues to say she needs more volunteers, especially for weed whacking in spring and fall.

Mrs. Staas is especially looking for Board members from Charlestown Hunt HOA to get some important connector agreements. Mr. Warner is to send Mrs. Staas some information on this.

Trails should have historic signs, especially the Pickering Trail, and she does have funds in the budget earmarked for them. She would like this done for the dam history, and the ice dam history first.

Mrs. Staas gave a summary about the latest Historic Society meeting. Improving the signs and maps is one of her goals, and she obtained a volunteer to help improve individual maps, while at the presentation. She has had many requests for nature signs and hopes to have Eagle Scouts help with this, plus building kiosks at the trail ends.

She also told members that Mr. Theurkauf's Open space inspections include the TND (Traditional Neighborhood Development) open space areas.

The PA Turnpike Commission's next meeting is December 22. They are widening the Turnpike through Charlestown Township and are cooperative by allowing room for trails alongside the highway or through nearby Turnpike owned acreage. Several trails may be linked, or improved, like the Horseshoe Trail near Pikeland and/or Charlestown Roads, and a potential trail to Jenkins Park (future) from the Oaks side.

The Devault Rails-to-Trails latest meeting covered the feasibility of different route options vs. usage levels, costs, and funding, per Mr. Lawrence. He said at some point, the trails will need patrolling, as some county trails already are. There is also an effort by Schuylkill River Trails to standardize signage, and it would be good to keep sign standards in mind when considering the Rails-to-Trails planning.

The Brightside Farm Trail sign is being replaced and moved farther back from the road.

### Additional Member Comments

Mr. Hubbard stated there had been significant dumping near the ice dam. A camera may be installed for this reason.

Mr. Lawrence established a volunteer procedure. Volunteers will be instructed to contact the appropriate individual. Mrs. Schlichter will place this in the next newsletter.

The areas for volunteering are:

- Trails- Mrs. Staas
- Parks- Mr. Hubbard

- Charlestown Day- Mrs. Schlichter
- Trash Removal- Mr. Hubbard or Mr. Quay

Mr. Hubbard volunteered to lead the next meeting (December 18<sup>th</sup>) since Mr. Lawrence will be out of town, but attending via phone.

Mr. Lawrence urged members to continue to monitor local townships P&R minutes to see what is working for them, and what is going on.

Mr. Quay suggested members look at other parks to get ideas about what they may want from JD Bravo. Take pictures of fences, gazebos, pavilions, playground equipment, etc. Members want to ask JD Bravo to bring pictures to the first spring meeting.

Members want to look into composted toilet facilities for the Park, bBecause they don't need to be tied into sewers, but can be in high use areas.

Lastly, Mr. Lawrence reminded members to get receipts for items they can be reimbursed for, plus to remember their mileage is tax deductible.

#### Adjournment

Meeting adjourned at 8:55 p.m. The next meeting is scheduled for Thursday, December 18, 2014 7:30 p.m. at the Great Valley Middle School, Room 154, 255 North Phoenixville Pike, in Malvern, PA.

Respectfully submitted,

Lisa K. Gardner  
Recording Secretary