

EAST WHITELAND TOWNSHIP PARKS & RECREATION

June 26, 2018

MEETING MINUTES (4 pages total)

1. **Call to Order – 6:00pm: Bacton Hill Park Planning Work Session (6pm-7pm):** all Park & Rec board in attendance except Matt McGuire. Steve Brown from Township in attendance. Scott Lambert from Board of Supervisors in attendance. Residents Martin Lutz & Bryon Brook also attended.
 - a. **Update on ARROs submission of storm water management permit for Phase 1:** The application is completed. The Township just had the application fee check cut last week & will send it and the form to ARRO on 6/27/18. ARRO will send it in to Chester Conservation District by this Thursday or Friday (end of June). ARRO will meet with the District to ask about the expected process. Once approved, we can then put it out for bid. Right now, ARRO needs to do the paperwork for the bid specifications. We are asking if the Board of Supervisors (BOS) can authorize the bid and send it out while we wait for the permit. We will keep going with what we can until the approvals are in place. Estimated ground breaking for Phase 1 is late Fall. Cost estimate is \$130,000-140,000.
 - b. **Develop RFP for project design consultant for future phase development:** At their June 2018 meeting, the BOS suggested that we draft the RFP and then come back for approval to hire a design consultant. The Moms Club submitted a wish list of equipment and we asked that they also work on their business plan on how they plan to raise the funds. We discussed asking to send an RFI (request for information) out, with a pending note about budget and dates, to have consultants present price range bids and plans now. We'd like to stick to our timeline of creating the RFP in July, sending it out in August, and award the RFP in the Fall 2018. We would like the BOS, as discussed with Cathy Kleponis at our May meeting, to reallocate the funds from the Battle of the Clouds to Bacton Hill to pay for the designer etc. We will put together a preliminary RFP for the next BOS meeting and check with Cathy to see if we can reallocate the funds. We will request money in the budget for 2019 for the master plan and engineering services. We are referencing examples of RFPs from other local townships such as East Bradford, West Whiteland, and Limerick.
 - c. **Determine communication items for EWT website:** We discussed how we can communicate the new park plans to the community. Sign on the site, update on the township website, sharing the survey results, etc. We will communicate Phase 1 plans. We want to share info about Phase 1 and 2, photos, survey results, google map views (with arrows as to where the Chester Valley Trail is, etc), on the website. Kristin will create a draft by 8/15/18 for the website. We will create a bright banner to put over the existing sign, "Bacton Hill Park, Phase 1, Coming Soon" and a sign indicating with the driveway to the park will be. Tim and Steve will work on the banner/sign. We are requesting a press release be written (by Tom Gailey) to kick off new equipment at BOC and talk about what investment

the township is making in our parks (basketball court, valley creek equipment, trail connection designer, open space RFP, tennis court wall repair, Phase 1 out to bid for Bacton Hill). Press release tentative for August 1st.

2. **Approval of the May 22, 2018 meeting minutes:** Tim motioned to approve with minor changes and Gail second. Motion approved. Barbara-Ann Thav to make changes and post to Township website.
3. **Public Comment:** Bryon Brook from Lapp Road asked the question if the trail connector on Flat Road was discussed during the Flat Road development planning. How does the BOS and Parks and Rec Board make provisions to include the trail during the planning process for development? Steve Brown shared that the developer has not applied for conditional use yet and can't move forward with the subdivision plan without it. Parks & Rec has not missed the boat to consult on this plan. Steve will bring it to Parks & Rec once the conditional use application has been submitted. Steve indicated that the intent was to be a paved trail from Rt. 29 to Sidley Road.
4. **Discussions:**
 - a. **Valley Creek Park –Developer Offer to Connect Atwater by Trail:** We discussed the fact that when this idea was brought to our attention last year we recommended an opening or gravel path to access the edge of the park. A trail or paved path was never brought forth to Parks and Rec prior to June 2018 for discussion. The board was very surprised to see the proposed image of a paved path cutting through the grassy hillside of Valley Creek. Steve shared that the DeVault Trail and Patriot's Path both reference this same area for a through trail. The Patriot's Path is meant to connect Valley Forge, Battle of the Clouds, Paoli Massacre, etc. The Patriot's Path was discussed with Atwater and Atwater did develop their portion. The Patriot's Path proposal is for a 12-foot paved path through Valley Creek. Kristin asked if everyone else has paved their Patriot's Path? Again, this has not been brought before Parks and Rec for many years, if ever. There was much discussion by the board about our concerns for this (esthetics, safety with steep slope, run off, etc). We also discussed winter trail maintenance and/or closure whether or not the trail is "use at your own risk." Parking for events and access to the park was discussed and how to differentiate parking to access the path and parking for events. Home driveways can't have more than 10% slope. There is a defined path from Country View, Workspace property, to the park. We did not move forward with the staircase because Liberty was selling their properties at the time to WorkSpace and the agreement with the township was in question. The staircase question was whether we are paying for an amenity for Workspace employees or township residents. MOTION: We are going to request an alternative trail connection design that reduces the impact of the slope and maintains the aesthetics of the park. We would ask the developer to review the plans for the Patriot Path and requirements and slope rules of the multi-modal fund. Option A: Consider a path along the upper wood line, where it is more level, hidden in view from the bottom of the hill, in order to reduce liability of steep slope and save the scenic green space of the hillside. We are

asking for clarity on the actual slope of the current proposed path and the new path we are requesting to be drafted. We'd like our engineer to look at it to recommend a safe and aesthetic design. Option B would be to consider the lower wood line. We agree that we want Atwater to have a connection to access the park, which has already been developed. MOTION was approved.

- b. **Valley Creek Park – Solicit Proposal from ARRO to Connect to Country View Road by Trail:** ARRO gave a proposal for \$1,650 for engineering.

5. Old Business:

- a. **Update from Community Involvement subcommittee (Valeri & Chuck):** How do we seek private funding for park projects? The subcommittee had a preliminary meeting with Steve. They are researching the structure of such program with other communities such as Phoenixville. Barbara Ann suggested looking into the town near Boston (Dedham Civic Pride). Kristin mentioned that all of the funds raised for the public art projects in Malvern Borough are under the umbrella of the Business Association. Chuck is part of the East Whiteland Business Association.
- b. **Update on Open Space & Trails Plan & grant:** RFP is out. The Township had a pre-submission meeting on June 19th. Six consulting firms attended. Proposals are due on July 10th. Steve to ask John Nagel, Township Manager, how the BOS is to be involved with the RFP process. The goal is to review the proposals and select a consultant at the August BOS meeting. We will discuss them at our July Parks & Rec meeting. The RFP outlines a large comprehensive plan including open space, parks, trails, and programming.
- c. **Status of Battle of the Clouds play equipment replacement:** Equipment is purchased and their installer will be doing the installation. Steve will find out the schedule for installation. Hoping for 4-6 weeks to complete. The structure will be green and tan in color to match existing equipment.
- d. **Spring Mill Farm area/Chester Valley Trail connector – update on project**
 - i. **Bryn Erin trail connector to Chester Valley Trail**

Steve, Bill Steele, Zack, McMahan & Associates, and team walked the area on June 5th. They met the Maintenance and Facilities Director for Saint Gobain. The group felt that Mill/Sidley was the much more viable route. Steve presented the concept for the trail connection. The proposal is broken down into four sections. General concept is to use existing shoulders on Sidley from Phoenixville Pike to Moores improving painting and signage. The mulch path on the St. Gobain property would become a paved path. The connection along Mill from St Gobain's driveway to 401 would require widening. The intended crossing to get to the CVT, per this plan, would be at the township building driveway. The board is discussed keeping the path in Ecology Park gravel and instead taking the paved path straight across 401 and up Mill. We are trying to get a hold of St. Goabin's landlord, and we are scheduling a meeting with McMahan & Associates to present the plan to us in July or August.
- c. **Summer Camp – update on registration:** 75 campers enrolled and summer camp has started.

- d. **Update on Friends of the Summer Stage concerts: first two concerts and beer garden:** Tomorrow night is the 3rd concert. The beer garden has been going well and people are using it. There have not been food trucks at the first two concerts. Good turn outs so far. Bill Steele informed Barbara-Ann that there were no reported problems with trash/plastic cups

5. **New Business:**

- a. Scott Lambert indicated that two “entering EWT” signs are needed/wanted by the Township. Could we include these if we have a new Bacton Hill Park sign made. This led to a further discussion about the status of rebranding the township that began with the new website. Entry in the township, gateway, directional signs to amenities, park signs, municipal buildings, etc. would be nice. We will make the recommendations to the BOS for community-based signs.
- b. The Township has still not received the \$5,000 contribution from PECO for the basketball Court at Birch Road Park.
- c. Gail asked if the new Malvern Crossing knows about the fee in lieu of for their trailer park addition. Steve Brown indicated yes.

6. **Meeting Adjournment** - Next meeting on Tuesday, July 24, 2018 at 6pm

Minutes taken by Kristin Thomas and Barbara-Ann Thav
Minutes approved at Parks & Rec Board Meeting on 7/24/18