

TOWNSHIP OF LOWER MAKEFIELD
PARK & RECREATION BOARD
MINUTES – MAY 18, 2020

The regular meeting of the Park & Recreation Board of the Township of Lower Makefield was held remotely on May 18, 2020. Mr. Krauss called the meeting to order at 6:00 p.m.

Those present:

Park & Recreation Board: Douglas Krauss, Chair
 Michael Brody, Secretary
 Mike Blundi, Member
 Patricia Bunn, Member
 David Malinowski, Member
 Dennis Wysocki, Member (joined meeting
 in progress)

Others: Monica Tierney, Park & Recreation Director
 James McCartney, Supervisor Liaison

APPROVAL OF MARCH, 2020 MINUTES

Mr. Brody moved, Mr. Blundi seconded and it was unanimously carried to approve the Minutes of March, 10, 2020 as written.

Mr. Wysocki joined the meeting at this time.

RECREATION DIRECTOR REPORT

Park and Recreation COVID 19 Recovery and Reconnection Plan Discussion and Motion to the Board of Supervisors

Ms. Tierney stated her recommendations are based on Governor Wolf’s red, yellow, and green guidance. She stated she has done a lot of research and has included information on her references. She stated she has also been communicating with other with other Park & Recreation Directors in the area and the Nation. Ms. Tierney stated Park & Recreation has had to re-vamp from the ground up given the pandemic.

A slide was shown of Governor Wolf's Plan for the red phase. She stated this is essentially the Stay-At-Home Order other than for essential businesses. She stated in this phase Memorial Park trails and the community gardens are open but the rest of the Park is closed, including the bathrooms and the playground. She stated at Macclesfield Park the trails are open and accessible from the towpath, but the remainder of the Park is closed. She stated all of the other Township Parks are closed at this time.

Ms. Tierney stated in the red phase all of the Senior programs are cancelled, and in the red phase they also cannot offer Camp LMT. She stated she is going to make some recommendations about Camp later in her presentation. She stated all of the Leagues are closed. She stated there are no rentals. She stated they did start offering on-line classes in which the instructors are offering classes at no charge although they are asking for tips.

Ms. Tierney stated they are making calls to over 300 Senior households helping them get items they need and connecting them with resources.

Ms. Tierney stated they are looking to offer some on-line special events to include a virtual 5K which they are working on at this time.

Ms. Tierney stated they are also looking to start "Camp in the Bag," and a parent can purchase a kit which they can pick up or have delivered to their home. It would include recreation activities that can be done at home as a family such as arts and crafts, science projects, etc. She stated they are trying to keep the cost of the bag under \$25 a week. She stated they would include a backpack where the items from the kit could be put into each week. She stated they hope to have a way for participants to share so that those using the kits can take pictures or provide a video to the Township which could be shared on-line.

Ms. Tierney stated they are starting to make calls to local businesses to see how they are doing, and to see if there is any way the Township can partner with them or that they can help each other.

Ms. Tierney stated they are also continuing to work on the Pool Feasibility Study until its completion.

Ms. Tierney stated in the red phase the staff is doing tele-work, but maintenance staff is on-site mowing. Ms. Tierney stated she has also started an Intern program with Penn State which reached out to the Township indicating that there were a number of majors which still

needed to get their Internships in order to graduate. Ms. Tierney stated one of these was Risk Management; and as part of the CAPR Certification accreditation, the Township needed a Risk Management Plan specific to Park & Recreation. She stated they have brought on two Interns from Penn State who will be helping getting this project done.

Ms. Tierney stated with regard to cost mitigations, they will not be hiring summer help which usually includes five employees who work approximately thirty hours a week mowing. She stated they will also not be hiring the full-time employee which was planned to be hired this year.

Ms. Tierney stated they are mowing and cleaning every day and trying to do some deep cleaning in preparation to open. She stated they are doing some of the landscape projects which were planned including the 9-11 Memorial Garden. She stated they plan to start the HVAC Pool project soon.

Ms. Tierney stated the Board of Supervisors passed the 2020 Bike path Maintenance project. She stated they will also still do the core boring of the Pool as part of the Feasibility Study. She stated they are also making some small modifications in the Community Center office to make it safer for the staff when they return.

Ms. Tierney stated since limited Revenue is coming in, there are a number of projects that are on hold including the Oxford Valley Road bike path, the Memorial Park project, and the doors to the Community Center.

Mr. Krauss thanked Ms. Tierney for the hard work she has done over the last two months during this situation and considering what is best for the community.

Mr. Brody asked if the Grants are being extended. Ms. Tierney stated she is still waiting to hear from the State on that although she does feel that they will be extended. Mr. Brody thanked Ms. Tierney for the work she has done.

Ms. Tierney stated she is preparing for the yellow phase which she hopes will be soon. She showed a slide of Governor Wolf's Reopening Plan in the yellow phase. She stated large gatherings, more than twenty-five, will still be prohibited. She stated the Stay-At-Home Order is lifted for aggressive mitigation. She stated some in-person Retail is permitted with curbside and delivery preferred. She stated indoor recreation would not be permitted. She stated restaurants and bars would be limited and tele-work must continue where feasible. She stated businesses with in-person operations must follow Business and Building Safety Orders.

Ms. Tierney stated there are a number of safety issues that Recreation Directors need to consider. She stated they also need to obtain a lot of supplies that are inaccessible at this time. She stated they also have limited staff so they need to have time to prepare for the yellow phase.

Ms. Tierney stated during the yellow phase, the Pool and the Community Center will remain closed as will the Parks other than Memorial Park and Macclesfield Park which will be open with the restrictions in place at this time. Ms. Tierney stated the Dog Park and the Five Mile Woods will open. She stated tennis, pickleball, and bocce will be accessible. She stated they are working to install signage and guidelines for new areas to be opened. She stated the Dog Park may be somewhat delayed as they are working to extend everyone's account. She stated they are still working on safety precautions.

Ms. Tierney stated she has been working with some vendors, one of which does drive-in movies. She stated she has been working with the Bucks County Park & Recreation Directors, and they are working to do some things that would be break-even for the Township; and drive-in movies seems to be one of them which they could do. She stated they are working with a vendor who would create a schedule between the different Municipalities.

Ms. Tierney stated with regard to LMT Camp, she is looking to offer a modified Camp to be called Camp Essential. She stated there are a lot of rules and regulations as to how to offer children's programs. She stated this would be for our residents who have to go back to work during the yellow and green phases. She stated it would not be their regular recreation camp as they cannot use the Pool or go on trips. She stated they are working on the details and the cost for this. She stated at a minimum they are looking to break even.

Ms. Tierney stated also in the yellow phase, they will continue with Camp in the Bag, making calls to local businesses and the Seniors, offer on-line classes, and on-line special events as they are able to offer them. They will also continue to work on the Pool Feasibility Study.

Ms. Tierney stated with regard to Township staff, they often work in close quarters, and they are working to stagger re-entry. She stated the maintenance staff is on site and the Interns would be doing work remotely. She stated they will start offering training for the staff since if they offer Camp Essential, the staff coming on Board will have to follow strict protocols for their own safety and the safety of the residents.

Ms. Tierney stated the yellow phase will be a transition time when they start preparing the fields for play – working on the fields and ordering the supplies needed.

Mr. Brody stated the Township staff has been doing a great job with the limited manpower they have to get the fields in good condition. He stated volunteers would love to help whenever that is feasible.

Mr. Wysocki thanked Ms. Tierney and her team for doing a great job with the current situation.

Mr. Krauss stated when they consider staff for the potential camp, it will depend on what the framework will be; and Ms. Tierney agreed.

A slide was shown for the green phase. Ms. Tierney stated they know a lot less about what this phase will look like. She stated the Pennsylvania Park & Rec Society put out some guidelines for this based on what they know, and what she is proposing meets that framework. She stated this is just a starting framework, and the green phase is the one that could change the most moving forward.

Ms. Tierney stated in the green phase the Pool will remain closed for 2020, and they will be focusing on making 2021 “fantastic” for the Pool members. Ms. Tierney stated the Community Center will continue to be closed for programs, rentals, and the Seniors. She stated they will continue to make the Senior phone calls. Ms. Tierney stated Memorial Park, Macclesfield Park, the Dog Park, Five Mile Woods, some Community Center functions, Fred Allan, Caiola/Stoddard, Community Park, tennis, basketball, volleyball, playgrounds, pavilions, and rentals would come back on-line during the green phase.

Ms. Tierney some in-person programs and large programming will also likely be cancelled; however, they are looking to bring back all the Five Mile Woods programs during this phase and some in-person classes. She stated they are looking to bring back the Leagues, but the guidance at this time is to follow the CDC guidelines; and there would be regulations regarding the Leagues that they are still waiting for.

Ms. Tierney stated Camp in the Bag will continue until the end of summer, and she feels this would be at least an eight-week program.

Ms. Tierney stated the Pool Feasibility Study will be worked on until it is complete.

Ms. Tierney stated the staff would be on site at this point although there may be some tele-work depending on the situation. She stated maintenance staff will be on site. She stated they will still be limited with the staff that they have, and they will continue the Intern Program until mid-August.

Ms. Tierney stated during the green phase they will do a deep cleaning of the Community Center, and this will have to be done continually. She stated there will be deep cleaning of the bathrooms that will need to be done, and most likely the bathrooms will open during the yellow phase; and they need to have a good protocol for that.

Ms. Tierney stated the last phase is the phase out phase where they return to full activity.

Ms. Bunn asked about opening Caiola and Stoddard but not allowing the Leagues to go there. She asked if it would be better to keep them closed so there is not confusion for the Leagues. Ms. Tierney stated during the green phase the Leagues can come back, but there is limited capacity; and they are trying to learn what that will be. She stated she believes that there is more guidance coming in the near future about capacity.

Mr. Malinowski asked at what point the Leagues will be allowed to help with field prep. Ms. Tierney stated she hopes that will be in the yellow phase. She stated she is communicating with the Leagues regularly, particularly YMS and PAA.

Mr. Krauss asked about the potential drive-in movie, and asked if they have decided on locations. Ms. Tierney stated they are looking at tentative dates. She stated one of the locations considered was Macclesfield Park; however, she is concerned with that location in case they bring the Leagues back as she does not want to have any conflict there with a drive-in movie. Ms. Tierney stated another location could be Memorial Park where they were planning to do the expansion project. She stated another location involves partnering with the School District and having the screen set up in Edgewood field with the cars parking in the Pool parking lot and some parking on the grass. Ms. Tierney stated she feels the easiest location would be Memorial Park in the expansion area.

Mr. Brody asked about how many cars they could accommodate. Ms. Tierney stated she feels 250 would be reasonable to start. She stated they are looking to pre-sell tickets to cover the cost since there will be costs for staff, cleaning costs, port-a-potties, and costs from the vendor. She stated the idea would be for the Township to break even.

Mr. Brody asked if they use speakers or if the sound is through the car radio, and Ms. Tierney stated it would be over the radio.

Ms. Tierney stated the Food Truck event was scheduled for June 6, and they will not be able to offer that. She stated the vendor had recommended the date of October 17, and she would like a recommendation from the Park & Recreation Board to the Board of Supervisors if they are in agreement with that date. Ms. Tierney stated this will be brought up with the Board of Supervisors at their meeting this Wednesday.

Ms. Tierney stated they also had scheduled the upcoming Pennsbury Tournament, and the organizer has changed that date to August 5 through August 9. She stated there was a discussion about this last week and whether they should be bringing in that many people to the Township given the situation. The organizer is going to look into this further. She stated they also need to see what will be going on by way of the Governor's orders. Mr. Krauss asked if there is a date by which a decision must be made, and Ms. Tierney stated the organizer is looking into all of his options. She stated people may not want to travel this far. Ms. Tierney stated she feels they would need at least a month's advance notice.

Ms. Tierney stated with regard to Community Day, even in the green phase there are limitations, and they need to decide if such a large event is something that they can even do. She did get approval from the Board of Supervisors to pay the deposit for the fireworks for Community Day recognizing that there is a date by which they would need to cancel which is thirty days in advance in order to get our money back. She stated she set it up that there will be a decide-by date of July 1. Ms. Tierney stated Community Day will not look like a standard Community Day if they are able to offer it at all.

Mr. Krauss asked if they do decide to hold it, is it possible it could be held at a later date than was scheduled. Ms. Tierney stated they would run into other events, and she particularly noted the Veterans Day Parade. Ms. Tierney stated there is also the possibility that there could be a re-occurrence or a

surge in the fall with regard to the virus. Ms. Tierney stated she wanted to make sure that the Board understands that if any events are held, they will look different this year from in the past.

Mr. Brody stated he understands that 9-11 may also look very different. He stated he feels that they should definitely work to make that happen or at least have the Park accessible to the 9-11 families in some manner. Ms. Tierney stated she feels access for the families is easy, but there could be issues with the events, particularly the evening event which draws large crowds. She stated it is also a Friday evening this year which could draw even more people. Ms. Tierney stated it is possible that they could televise something. Mr. Brody stated possibly families could be given a four to five day window when they could sign up for fifteen minutes at a time for themselves. Ms. Tierney agreed that they will work on this further.

Ms. Tierney showed a slide of the various resources she used for the presentation she gave the Board this evening.

Mr. Todd Hochhausler, 210 Garber Drive thanked Ms. Tierney for the presentation and for opening up Macclesfield trails during the red phase to get people outside as the risk is low when you are outside and exercise is considered essential. He stated he feels it will be important to continue to show flexibility going forward for low-risk activities such as tennis and the Dog Park where social distancing is natural. He stated knowing that there is a big Pennsbury Tournament coming up in August, he feels it will not look fair if the ball fields are not opened up until that time for that Tournament.

Mr. Krause stated this is a framework that has been put together for opening, and they do have to be fluid as situations change.

Mr. Mark Paroly, 221 Grant Way, Regency at Yardley, asked if he could get a copy of the slides that were shown so that he could share them with the residents of his community. He also asked if there are guidelines for when they open tennis, pickleball, and bocce courts that he could put forth in his community as well. Mr. Paroly asked if June 4 is a viable date for the yellow phase. Ms. Tierney stated she is working as if June 4 is the date, but she needs to follow the Governor's orders. She stated she will be making this presentation to the Board of Supervisors at their meeting on Wednesday, and after that presentation, she will post

the slides on line. She stated with regard to tennis and pickleball there is some guidance and rules, and she will be putting that on the Township Website and signage will also be installed; and she could share that with Mr. Paroly if he e-mails her.

Mr. Malinowski moved, Mr. Brody seconded and it was unanimously carried to recommend to the Board of Supervisors approval of the COVID-19 Recovery and Reconnection Plan as presented by Ms. Tierney.

Camp LMT Discussion

Ms. Tierney stated they are still waiting on guidance about how a camp could operate, and her proposal is based on what is known at this time. She stated she is recommending canceling Camp LMT since it was promoted as a camp that would have swimming, trips, and a number of other things that they are not able to offer this year. She stated she is currently reviewing options to have a very flexible model for parents who are going back to work to help those parents get back to work and keep their children occupied during the day. She stated with the recommendations they have right now moving into yellow, all they can offer is an outdoor, recreation camp. She stated she is proposing an outdoor, recreation camp; and camp groups would be limited to ten campers with two counselors, and they will stay with their same primary campers all summer. She stated the recommendation is to keep these small pods so that if there is an outbreak it stays within the pod. She stated they will be taking a lot of precautions and each camper would have their own supplies. She stated they are looking to do this at Macclesfield Park and have tents set up for shaded areas around the Park so that there are different pods of campers. Ms. Tierney stated they are looking at some partnerships possibly with the Leagues so that they can come in and do hands-free demo days. Ms. Tierney stated this is very tentative at this point as they are still waiting for a lot of guidance.

Mr. Krauss stated while it was indicated that this was for the children of parents who were going back to work, he feels that there were children who were already signed up for the original LMT camp. He asked if there is a certain number that Camp would be limited to as there might be more demand for this Camp than Ms. Tierney is anticipating. Ms. Tierney stated they were looking to start small, and they would have parents pre-register,

fill out their paperwork, and have everything on-line and ready to go; and they would then be able to sign up one week in advance for the next week. She stated she feels they could do sixty campers easily, and eventually expand. She stated she hopes they could use some of the Senior Pool staff to help with the Camp as well as the Camp LMT staff, and she will be reaching out to them.

Mr. Krauss stated there would then be twelve counselors for sixty children. Ms. Tierney stated they would also need some counselors to rotate through as well as a Camp Manager so that would be fifteen for Camp staff, and that staff may grow if the Camp grows. She stated they would try to keep siblings together so it could be mixed-age groups.

Mr. Krauss asked about a timeline for publication of this Camp, and Ms. Tierney stated she needs at least a month to prepare since it is such a different framework. She stated training would be needed as well. Ms. Bunn stated the last day of School for Pennsbury is June 5. Ms. Tierney stated she would still need a month to prepare to get the equipment and have safety measures in place.

Mr. Krauss asked Ms. Tierney to let the Board know if they can help her with this.

Ms. Tierney stated she plans to reach out to those who were currently registered for Camp once this has gone before the Board of Supervisors, and let them know that Camp LMT as they knew it is cancelled and it would be more a Camp for essential employees to help them. Ms. Tierney stated there will be options as to whether they would be getting a full refund or putting money into their account and using it toward Camp Essential or any other class or a Pool membership next year.

Mr. Blundi thanked Ms. Tierney for the comprehensive job in explaining everything.

Mr. Krauss asked Ms. Tierney if she knows when the next update will be for the Counties that are not yet in the yellow phase. Ms. Tierney stated the Governor's Office usually gives those presentations on Fridays, and she plans the Park & Recreation meetings on Fridays at 3 in conjunction with that; and she is hoping to hear more on Friday.

LEAGUE LIAISON REPORTS

Ms. Noelle Codispoti, PAA, stated approximately four weeks ago they decided to officially cancel the spring season and refund all the Registration Fees including any monies that were incurred through the transaction costs for using the on-line system. She stated she knows that some Leagues in neighboring Counties held onto money related to uniforms. She stated our vendors are holding the uniforms until next year. Ms. Codispoti stated they are ready to go for an extended fall season that they hope will begin in the summer. She stated they have not released any details on this since they are waiting to see what the guidance will be for Leagues in the green phase, and they are aware that there will be no practices, games, or convening of the Leagues on the fields until the green phase. She stated they have been very clear with both the in-house and travel coaches that they are not able to convene teams of any kind for PAA-sanctioned activities. She stated she and Ms. Tierney talk weekly, and Ms. Tierney is well aware of how eager some of their parents are help when the time comes. She stated she was pleased to see the Township staff cutting the grass and maintaining the fields as best they can during this time.

She thanked Ms. Tierney and her team and the Park & Rec Board for all they are doing.

Mr. Steve Beede, YMS, stated they had to cancel the EPIC Tournament this year, and they finally made the call over the weekend to cancel the spring in-house program. He stated they are offering a complete refund to anyone who requests it, but they also provided an option to roll it over into the fall or to donate it to the Club if they wish. He stated the vendor they use for their on-line transactions is taking fifteen to twenty days to process, and there has been some negative feedback on that so he wanted the Park & Rec Board to know about this in case someone contacts them about this.

Mr. Beede stated assuming they can, they are planning to do some sort of summer programming; and they have been having discussions with Ms. Tierney regarding the Camp and how they could support it with their staff. He stated they are also potentially looking to do some pick-up Leagues depending on what they are able to do. He stated there is guidance that came out from Arizona, which was the first state to get back to playing soccer, which had had a four-phased approach, and it did not allow for contact until the fourth phase. He stated they are looking to be back full force for the fall season.

Mr. Beede stated the travel teams are holding on mostly because the Leagues they are in have not cancelled yet, and canceling them would have a tremendous financial impact on them since some of them have 2,000 to 3,000 teams in the League so dealing with potential refunds for all of those teams could very negatively impact them. Mr. Beede stated he is not optimistic that there will be a spring season for travel.

Mr. Beede stated they are considering the Columbus Cup Tournament to see what options they have in terms of changing the format of that to something that would allow for them to have the concept of the Tournament but possibly spread out the timeline so that they could reduce the numbers that they see at the Park at one time and possibly utilize some of the other neighboring community fields to try to keep the crowds down. He stated the requirement of keeping congregating numbers low would be an issue for hosting large events like the Columbus Cup.

Mr. Krauss thanked Mr. Beede for all of the work they are doing and keeping Ms. Tierney advised. He asked that he reach out to the Board if he feels there is anything they can do to help. Mr. Beede stated Ms. Tierney has been a great resource for them, and they appreciate her support during this time.

There being no further business Mr. Brody moved, Mr. Wysocki seconded and it was unanimously carried to adjourn the meeting at 7:10 p.m.

Respectfully Submitted,

Michael Brody, Secretary