

Agenda

Park & Recreation Board

Location:

1014 Darby Road, Havertown PA 19083

Township Building, Room B&C

January 25, 2022 @ 7:30 p.m.

- 1) **Roll Call** –
- 2) **Reorganization** – Nominations for Chair and Vice chair
- 3) **Public Forum** –
- 4) **Approval of Minutes** from November 2021

5) Park Maintenance Report –

January 2022 Maintenance Report

Completed-

- Completed leaf collection in all parks
- Winterized all fountains and water facilities in parks
- Removed and stored away goalpost
- Removed wood deck in CREC play area
- Installed new benches in- Westgate, Grange, Vets, Bailey, Llanerch, Richland
- Repaired bench in Lawrence Rd Park
- Built sign for Dog Park. Waiting for warmer temps for install
- Put down play surfacing in Preston, Polo, Grasslyn parks
- Performed seasonal maintenance on rain gardens and ornamental grasses in parks and around park signage.
- Prepped equipment for snow removal
- Repaired Merry Plc restroom. Significant damage from vandalism
- Started maintenance repairs to swings at Bailey, Chatham Glen, Grange, Vets, Hilltop, Westgate, Lawrence Rd & Llanerch parks.
- Trimmed hedges Grange
- Planted 5 trees on Darby Creek trail
- Aerated and seeded all fields
- Leveled washouts on steel 90 with diamond tex
- Installed new skate park ramps and rails
- Removed broke field hockey net from Paddock

Scheduled-

- Continue applying play surfacing
- Install Dog Park sign
- Place concrete barriers in Dog Park
- Make repairs to ballfields for spring season

Continue inspection repairs and play equipment maintenance. Replace worn parts on moving equipment like swing chains, hangers, s-hooks & seats. Replace some smaller equipment and repair faults found during equipment inspections.

6) **Director's Report**- HavaGood Times Winter – Spring edition
Trail summit – February 12 will be virtual, Delco Trail Alliance
Capital program update – Karakung Lights, Tennis hitting wall at Paddock,
Memorial benches, Brookline Park update, Llanerch ADA work
2022 projects – Gest, Carroll Park, Grasslyn, Paddock, Grange
Pennsy trail update – Easements complete
Grants for Riparian Buffer, Polo path grant,
RFP for Recreation and Open Space planning grant
Field Users meeting – Wednesday, February 16 6:30-8:15pm @ CREC
Eileen Mottola – Named Assistant Director of Parks and Recreation

7) **Old Business.** –

8) **New Business**



Park & Recreation Board Regular Meeting Minutes

Location: 1014 Darby Rd, Havertown PA 19083

Date: Tuesday, January 25, 2022

Time: 7:30 P.M.

1) Roll Call – Michelle Alvare, Rich Caroto, Joe Heller, Steve Cull, Jamie Jilozian, Nicole MacLean, Chris Bobbitt, Lynanne St Denis

Also attending Brian Barrett and Jason O'Brien and Commissioners Gerry Hart and Conor Quinn

2) Reorganization – Nominations for Chair person –

Nicole MacLean nominated Michelle Alvare for Chair, Rich Caroto seconded it.

Rich Caroto made a motion to close nominations, Lynanne St Denis seconded it – vote unanimous

Vote was unanimous for Michelle Alvare for Chairperson (8-0).

Nicole MacLean nominated Rich Caroto for Vice chair seconded by Steve Cull.

Lynanne made a motion to close nominations Jamie seconded it – vote unanimous.

Vote for Rich as vice chair was unanimous (8-0).

3) Public Forum – Mike Clark 105 Warrior Road (VP of Hilltop Baseball). Mike let the Board know that Hilltop wanted to submit a Greenway and Trails program grant from DCED (Dept of Community and Economic Development). They are looking into lights for baseball field at McDonald Field and turf at Central Ave Field. Mike said he would get quotes for the work to determine costs. He said he would get back to Board with quotes.

Fred Steigerwalt 237 N Belfield Ave Havertown. Fred is the President of Hilltop baseball. Fred came to discuss field permits for lit fields at Genthert and Veterans. He asked that Hilltop get access to lit fields at Veterans or Genthert Field. He asked for equity on the lit fields for both Brookline and Hilltop organizations. Director Brian

Barrett told him we would review Hilltop's request and get back to him by mid-February with an answer.

Alan Plosky – 545 Kenmore Road Havertown – Alan asked about the plans for the Brookline School property.

4) Approval of Minutes from November 2021 meeting – Nicole MacLean made a motion to approve minutes Steve Cull seconded it Vote was unanimous 8-0.

5) Park Maintenance Report – Jason O'Brien

January 2022 Maintenance Report

Completed-

- Completed leaf collection in all parks
- Winterized all fountains and water facilities in parks
- Removed and stored away goalpost
- Removed wood deck in CREC play area
- Installed new benches in- Westgate, Grange, Vets, Bailey, Llanerch, Richland
- Repaired bench in Lawrence Rd Park
- Built sign for Dog Park. Waiting for warmer temps for install
- Put down play surfacing in Preston, Polo, Grasslyn parks
- Performed seasonal maintenance on rain gardens and ornamental grasses in parks and around park signage.
- Prepped equipment for snow removal
- Repaired Merry Plc restroom. Significant damage from vandalism
- Started maintenance repairs to swings at Bailey, Chatham Glen, Grange, Vets, Hilltop, Westgate, Lawrence Rd & Llanerch parks.
- Trimmed hedges Grange
- Planted 5 trees on Darby Creek trail
- Aerated and seeded all fields
- Leveled washouts on steel 90 with diamond tex

- Installed new skate park ramps and rails
- Removed broke field hockey net from Paddock

Scheduled-

- Continue applying play surfacing
- Install Dog Park sign
- Place concrete barriers in Dog Park
- Make repairs to ballfields for spring season
- Continue inspection repairs and play equipment maintenance. Replace worn parts on moving equipment like swing chains, hangers, s-hooks & seats. Replace some smaller equipment and repair faults found during equipment inspections.

6) Director's Report- HavaGood Times Winter – Spring edition

Trail summit – February 12 will be virtual, Delco Trail Alliance

Capital program update – Karakung Lights, Tennis hitting wall at Paddock,

Memorial benches, Brookline Park update, Llanerch ADA work

2022 projects – Gest, Carroll Park, Grasslyn, Paddock, Grange

Pennsy trail update – Easements complete

Grants for Riparian Buffer, Polo path grant,

RFP for Recreation and Open Space planning grant

Field Users meeting – Wednesday, February 16 6:30-8:15pm @ CREC

Eileen Mottola – Named Assistant Director of Parks and Recreation

7) Old and New Business – Steve Cull asked about the plans for the property at 1744 Burmont Road.

What has the Township decided about removing the house or creating an easement around it for the Darby Creek Trail extension.

Lynanne St Denis made a motion to adjourn the meeting, Nicole MacLean seconded it. Vote was unanimous. Meeting adjourned at 9:25pm



Park & Recreation Board Regular Meeting Agenda

Location: 1014 Darby Rd, Havertown PA 19083

Date: Tuesday, February 22, 2022

Time: 7:30 P.M.

Call to order

Roll Call

Public Forum

Approval of minutes from last meeting – January 2022

Park Maintenance Report – Jason O'Brien

February 2022 Maintenance report

Completed-

- Concrete jersey wall was placed in dog park for washout control
- New dog park sign was installed at entrance of parking lot
- Removed graffiti from paddock shed
- Removed rubber surfacing under swings at Chatham Glen
- Removed broken merry go round from Bailey
- Removed broken spring rocker from Merwood
- Had blacktop curb installed along Steel parking lot
- Continued playground surfacing
- Repaired broken benches in Powder Mill Park
- Reconstructed player benches on Elwell 90' baseball field
- Repaired park bench in Elwell
- Replaced worn swing parts in- Chatham, Merry Plc, Merwood, Grange, Gest, Bailey parks
- Replaced basketball rim and net in Bailey Park
- Repaired fascia board on paddock shed
- Repaired wood guardrail on Hathaway La and Merwood Park
- Removed wooden boarder from grasslyn slide shoot exit

Scheduled-

- Baseball/softball field prep
- Install replacement Merry go round at Bailey
- Tighten canopy on Richland shade piece, waited for parts from install
- Install player benches for Elwell basketball
- Install park benches

- Install new equipment for CREC preschool
- Continue inspection repairs
- Finish installing playground surfacing

Director's Report- Trail summit – February 12,
 Spring permit holder's meeting, Permits will go out early March
 Tree work at Powder Mill and Thompson Nature Park, Powder Mill equipment damage, Polo field meeting, February 3 – Neighbors meeting hosted by Commissioner Cavender to discuss Lower Merion's use of Polo.
 Capital program update – Karakung Lights, CREC playground equipment, Memorial benches/Picnic tables, Llanerch ADA work bids
 Brookline Park update – RFPs going out this month, spring opening
 RFP for Recreation and Open Space planning grant completed next month
 Staffing – Park Maintenance and Recreation Department seasonal positions open.

Old Business –

New Business -



Parks & Recreation Advisory Board

Regular Meeting Agenda

**Location: 1014 Darby Rd, Havertown PA
19083**

Room B&C

Date: Tuesday, March 22, 2022

Time: 7:30 P.M.

- 1) Roll Call –**
- 2) Public Forum –**
- 3) Approval of Minutes from February 2022**
- 4) Park Maintenance Report – Jason O'Brien**
March 2022 maintenance report
Completed work-
 - Finished playground surfacing
 - Started prepping fields for spring softball/baseball
 - Completed install of CREC play equipment
 - Installed 5 new park benches
 - Had tree removed from new lot at Steel
 - Reset light timers for daylight savings
 - Repaired several picnic tables at Hilltop field
 - Assembled 11 new tables for pavilions and CREC patio
 - Repaired Grange backstop
 - Removed play piece at Brookline
Scheduled-
 - Spring aeration and seeding where needed
 - Turn water on to shacks and restrooms
 - Adjust canopy at Richland
 - Line Reserve turf for lacrosse
 - Line grasslyn soccer
 - Start grass trimming
 - Install players benches for Elwell basketball
 - Continue park benches.

- 5) Director's Report-**

Summer HavaGood Times mailed, registration begins Sunday, April 3
Staffing – Park maintenance and Summer counselors
RFPs – Brookline and Recreation and Open Space plan
Capital – Llanerch ADA ramp, Powder Mill equipment, CREC Equipment
CREC LED replacement
Volunteer days - March 24 (Reserve), April 7 (Karakung Drive), April 16 (Pennsy Trail)
Park Tour – Tuesday, May 24 - Pennsy trail, Powder Mill, Foster Tract, Gest tract,
Karakung, Richland

6) Old Business. –

7) New Business



Park & Recreation Board Regular Meeting Minutes

Location: 1014 Darby Rd, Havertown PA 19083

Date: Tuesday, March 22, 2022

Room B&C

Time: 7:30 P.M.

- 1) **Roll Call** – Michelle Alvare, Rich Caroto, Joe Heller, Steve Cull, Jamie Jilozian, Chris Bobbitt, Lynanne St Denis

Also attending Brian Barrett and Jason O'Brien and Commissioners Gerry Hart

- 2) **Public Forum** – Mike Clark 105 Warrior Road (VP of Hilltop Baseball). Mike came to discuss the possibility of Lights at McDonald Field. Brian Barrett let him know that McDonald Field is in a flood plain. The Township forbids building in the flood plain. The possibility of lights at Steel Field was suggested. Mike said he would try to build community support for the lights with neighbors and civic association.
- 3) **Approval of Minutes** from February meeting – Chris Bobbitt made a motion to approve minutes, Steve Cull seconded it Vote was unanimous 7-0.

- 4) **Park Maintenance Report** – Jason O'Brien
March 2022 maintenance report

Completed work-

- Finished playground surfacing
- Started prepping fields for spring softball/baseball
- Completed install of CREC play equipment
- Installed 5 new park benches
- Had tree removed from new lot at Steel
- Reset light timers for daylight savings
- Repaired several picnic tables at Hilltop field
- Assembled 11 new tables for pavilions and CREC patio
- Repaired Grange backstop
- Removed play piece at Brookline

Scheduled-

- Spring aeration and seeding where needed
- Turn water on to shacks and restrooms
- Adjust canopy at Richland
- Line Reserve turf for lacrosse
- Line grasslyn soccer
- Start grass trimming
- Install players benches for Elwell basketball
- Continue park benches.

5) **Director's Report-** Summer HavaGood Times mailed, registration begins Sunday, April 3

Staffing – Park maintenance and Summer counselors

RFPs – Brookline and Recreation and Open Space plan

Capital – Llanerch ADA ramp, Powder Mill equipment, CREC Equipment

CREC LED replacement

Volunteer days - March 24 (Reserve), April 7 (Karakung Drive), April 16 (Pennsy Trail)

Park Tour – Tuesday, May 24 - Pennsy trail, Powder Mill, Foster Tract, Gest tract,
Karakung, Richland

6) **Old and New Business** –Joe Heller asked about getting netting at Karakung LL Field to protect spectators.

Rich Caroto asked about sharing baseball rosters with Park Board.

Lynanne St Denis made a motion to adjourn the meeting, Jamie Jilozian seconded it. Vote was unanimous. Meeting adjourned at 8:45pm



Park & Recreation Board Regular Meeting Agenda

Location: 1014 Darby Rd, Havertown PA 19083

Date: Tuesday, April 26, 2022

Room B&C

Time: 7:30 P.M.

Call to order

Roll Call

Public Forum

Approval of minutes from last meeting – March 2022

Park Maintenance Report – Jason O'Brien

Director's Report-

Summer registration began Sunday, April 3. Classes are filling rapidly

Staffing – Park maintenance and Summer counselors

RFPs – Brookline and Recreation and Open Space plan

Capital – Llanerch ADA ramp, Powder Mill equipment, CREC LED replacement,

Pennsy Trail update

Earth Day, Volunteer days 5/5 Thurs 10-12 CREC Wild flowers

5/7 Sat 9-11:30am Pennsy Tree planting

5/12 Thurs 10-12pm Karakung Drive – Invasives

5/21 Sat 9-12pm Powder Mill Park Tree planting

Haverford Township Day

Park Tour – Tuesday, May 24 - Pennsy trail, Powder Mill, Foster Tract, Gest tract, Karakung, Richland

Old Business –

New Business -



Park & Recreation Board Regular Meeting Agenda

Location: 1014 Darby Rd, Havertown PA 19083

Date: Tuesday, April 26, 2022

Room B&C

Time: 7:30 P.M.

Call to order

Roll Call

Public Forum

Approval of minutes from last meeting – April 2022

May 2022 Maintenance report

Completed-

- Power washed pavilions
- Put new tables in pavilions
- Installed Merry Go Round in Bailey
- New hot water heater in Vets shack
- Installed bench at Grange
- Painted over graffiti at Paddock restroom
- Installed new ADA swing at Hilltop
- Put up tennis wall at Paddock
- Painted (?) soccer at Grasslyn
- Removed broken play equipment from Powder Mill
- Removed parallel bars from Carrol Park
- Installed new toilet paper dispenser in Paddock restroom
- Turned on water for Normandy House
- Restored water to drinking fountains
- Removed graffiti from table in Vets pavilion
- Replaced drinking fountain Merry Place
- Started first round of hedge trimming
- Repaired broken bleachers at Paddock
- Started full time cut schedule

Scheduled

- Finish hedge trimming
- Install new equipment for Powder Mill
- Install new swings for Richland

- Prep ball fields for playoffs
- Repair Fence along trail at Meadows Ln
- Spring safety inspections

5) Director's Report-

Staffing – Park maintenance and Summer counselors update

RFPs – Brookline and Recreation and Open Space plan – Timeline, interviews, approvals

Powder Mill equipment.- Installation has started

Grange Pickleball, Karakung lights,

Paddock, Gest Park and Carroll Park

CREC 10th anniversary events

6) Old Business. –

7) New Business



Parks and Recreation Board Regular Meeting Agenda

Location: 1014 Darby Rd, Havertown PA 19083

Date: Tuesday, June 28, 2022

Room B&C

Time: 7:30 P.M.

Call to order

Public Forum

Approval of minutes from last meeting – May 2022

Park Maintenance Report – Jason O'Brien

June 2022 Park Maintenance Report

Completed-

- Installed Hitting wall in Paddock tennis
- Finished the install at Powder Mill
- Repaired wind screens at Westgate tennis
- Installed new benches at Hillside and Westgate parks
- Repaired broken bench along Pennsy Trail
- Repaired gates at Richland and Elwell Parks (wouldn't close properly)
- Installed Bike Station on Pennsy Trail
- Repaired Water fountains at Grasslyn & Andy Lewis Park
- Repaired drain on water fountain at Westgate
- Repaired ADA swing in Hilltop
- St Denis baseball painted shack in Merwood for community service project
- Repaired Meadows Trail fence
- Repaired door lock on shack at Veterans
- Graffiti removed from Merwood Pavilion
- Graffiti removed from Merry Plc & Veterans Parks
- Painted tables at Merwood & Vets
- Tightened shade canopy in Richland
- Cleared fence of growth at Richland
- Filled sinkhole at Grange near water fountain
- Repaired hose bib on Merwood restroom

Scheduled-

- Richland swing set install
- New benches for parks
- Prep baseball fields for tournaments
- Cut back growth along Pennsy Trail, Llanerch Ave side

- Replace Basketball nets at Bailey
- Cut back growth at Polo along Railroad Ave
- Safety inspections
- Repair fencing on backstop at Lynnwood

Director's Report-

Summer programs started –
CREC 10th anniversary events

RFPs – Brookline Park Master Plan - Simone Collins selected as the planner –
Approval by board in July, start August - Review scope and timeline
Recreation and Open Space plan – Selected Herbert, Rowland and Gubric –
Board approval in July, start August Review scope and timeline

Capital - Grange Pickleball courts approved work start late July-August
Karakung lights submitted for approval at July meeting
Richland swings scheduled for install next month
Paddock, Gest Park, Foster tract and Carroll Park

July Parks and Rec month, professional's day

Sean Gallagher moving on

Old Business. –

New Business



Meeting of the Park and Recreation Board
July 26, 2022
Township Building at 7:30 pm

1) **Roll Call** –

2) **Public Forum** –

3) **Approval of Minutes** from May 2022

4) **Park Maintenance Report** – Jason O'Brien

June 2022 Park Maintenance Report

Completed-

- Installed Hitting wall in Paddock tennis
- Finished the install at Powder Mill
- Repaired wind screens at Westgate tennis
- Installed new benches at Hillside and Westgate parks
- Repaired broken bench along Pennsy Trail
- Repaired gates at Richland and Elwell Parks (wouldn't close properly)
- Installed Bike Station on Pennsy Trail
- Repaired Water fountains at Grasslyn & Andy Lewis Park
- Repaired drain on water fountain at Westgate
- Repaired ADA swing in Hilltop
- St Denis baseball painted shack in Merwood for community service project
- Repaired Meadows Trail fence
- Repaired door lock on shack at Veterans
- Graffiti removed from Merwood Pavilion
- Graffiti removed from Merry Plc & Veterans Parks
- Painted tables at Merwood & Vets
- Tightened shade canopy in Richland
- Cleared fence of growth at Richland
- Filled sinkhole at Grange near water fountain
- Repaired hose bib on Merwood restroom

Scheduled-

- Richland swing set install
- New benches for parks
- Prep baseball fields for tournaments
- Cut back growth along Pennsy Trail, Llanerch Ave side
- Replace Basketball nets at Bailey
- Cut back growth at Polo along Railroad Ave
- Safety inspections
- Repair fencing on backstop at Lynnwood

5) Director's Report-

Summer programs update –
Staff update – Program coordinator position open
CREC 10th anniversary events

RFPs – Brookline Park Master Plan - Simone Collins selected as the planner –
Approval by board in July, start August - Review scope and timeline
Recreation and Open Space plan – Selected Herbert, Rowland and Gubric –
Board approval in July, start August Review scope and timeline

Capital - Grange Pickleball courts approved work start late September
Karakung lights approved at July meeting
Richland swings installed
Paddock, Gest Park, Grange, Foster tract and Carroll Park equipment

July Parks and Rec month, professional's day recap

Sean Gallagher moving on

6) Old Business. –

7) New Business

Meeting of the Park and Recreation Board
November 29, 2022
Township Building at 7:30 pm

- 1) **Roll Call** –
- 2) **Public Forum** –
- 3) **Approval of Minutes** from October 2022
- 4) **Park Maintenance Report** – Jason O’Brien
November 2022
- 5) **Director’s Report** – Brian Barrett

Planning projects

- Brookline Park Master Plan – Meeting updates – Next Public Meeting Tuesday, December 6
- Park, Recreation and Open Space plan – Meeting updates

Capital

- Grange Pickleball courts work has finished – courts are open
- Gest Equipment Zip line is in, Old court was paved, Other equipment being installed this week.
- Paddock equipment is in. Install start next month
- Foster Tract installed shed
- Grasslyn equipment ordered
- Llanerch ADA – Work is proceeding slowly

Budget

- Recreation, Park Maintenance and Capital

- 6) **Old Business.** –
- 7) **New Business**

Minutes of the Park and Recreation Board

November 29, 2022 at Haverford Township Building

- 1) **Roll Call** – Michelle Alvare, Rich Caroto, Steve Cull, Jamie Jilozian, Lynanne St Denis, Nicole MacLean, Chris Bobbitt, Joe Heller
Also attending Brian Barrett and Jason O'Brien and Commissioners Gerry Hart

1) **Public Forum** – N/A

2) **Approval of Minutes** from October 2022

3) **Park Maintenance Report** – Jason O'Brien
November 2022 Maintenance report

Completed;

- Installed zip line in Gest Tract
- Constructed new storage shed in Foster Tract
- Winterized all park restroom facilities and concession shacks
- Started leaf collection, following the PW collection schedule
- Installed merry go round in Gest Tract
- Delivered trees for fall plantings, Preston, Vets, Westgate, Reserve & Darby creek trail
- Removed fire burned trash can from Chatham Glen
- Reattached wind screens at Westgate courts
- Repaired gates at Elwell
- Reset light timers
- Winterized mowing equipment
- Winterize irrigation at Reserve
- Aerated and seeded athletic fields

Scheduled;

- Continue Gest equipment installation
- Remove goalpost from fields
- Prep trucks for winter (attach salting equipment)
- Continue leaf collection
- Begin Paddock equipment installation
- Remove flags for winter

5) **Director's Report** – Brian Barrett

Planning projects

- Brookline Park Master Plan – Meeting updates – Next Public Meeting Tuesday, December 6
- Park, Recreation and Open Space plan – Meeting updates

Capital

- Grange Pickleball courts work has finished – courts are open
- Gest Equipment Zip line is in, Old court was paved, Other equipment being installed this week.
- Paddock equipment is in. Install start next month
- Foster Tract installed shed
- Grasslyn equipment ordered
- Llanerch ADA – Work is proceeding slowly

Budget

- Recreation, Park Maintenance and Capital

6) Old Business. –

Chris Bobbitt asked about the hitting wall being moved at Paddock

Steve Cull asked about why there are no yard markers at the Reserve turf for Football field.

Rich Caroto polled the board about the equity of lit baseball fields and if Hilltop should have more access to lit fields in 2023.

7) New Business

A motion to adjourn was made at 9:20 by Lynanne St Denis and Nicole MacLean seconded it.

Vote was unanimous