

1. **Meeting Called to Order** – The meeting was called to order by Tom Butera at 7:00 p.m. at Town Hall.
2. **Roll Call**
Present – Tom Butera, Bill Ross, Katrina Schreefer, Niloofar Aflatooni; Ron Horiszny, Council Liaison; Kal Sostarecz, Assistant to the Manager. **Absent** – Dave Spirk, Frank Thompson, Atom Kallen; Ryan Smith, Jr. Council Member
3. **Approval of February 6, 2017 Minutes** – Bill Ross moved for approval of the February 6, 2017 minutes, second by Ron Horiszny. All in favor.
4. **Citizen Non-Agenda Items** – Eric Brown, of 1916 Dartford Road (esbrown@aol.com) and his mother, Elsa, were present to explain a Boy Scout project he would like to undertake – building a kiosk at the Woodland Hills Preserve. It would be similar to the one built by his brother at the Rail Trail; however, he would attempt to change the design of the plexiglass cover to be easier to open and use. He would build the kiosk in late Spring and early Summer of this year at a cost of approximately \$1,500.00. A motion by Tom Butera, second by Bill Ross, to recommend to Township Council to approve the building of the kiosk at the Woodland Hills Preserve. The motion carried 4-0 with David Spirk, Atom Kallen, and Frank Thompson absent.
5. **Projects**
 - **Dravec Property** – No Update
 - **Steel City Park** – Landscape/ball field design going to Council at their 3/15/17 meeting to authorize going to bid. If approved, it would be bid shortly thereafter to make the spring planting season.
 - **PVP Snack Bar** – The Township Planner stated that to be properly licensed, a snack stand would need running water for handwashing facilities. Discussion was held regarding putting a well-head, grey water collection tank, and solar panels at the site. Also, if water would be available, perhaps going back to the original design of a snack stand and restrooms combined into one structure is preferable. A motion by Bill Ross, second by Katrina Schreefer, to recommend to Township Council to look into building a snack stand at Polk Valley Park with running water from a well-head, solar panels, and including restrooms into the structure. The motion carried 4-0 with David Spirk, Atom Kallen, and Frank Thompson absent.
 - **Easton Road Fields** –No update.
 - **Memorial Bench Program** – Public Works has identified potential locations for memorial benches in the parks. A motion by Tom Butera, second by Katrina Schreefer, that the Parks & Recreation Board agrees with the Memorial Bench locations as proposed by the LST Public Works Department, with a note that additional future locations at the Woodland Hills Preserve may be needed. The motion carried 4-0 with David Spirk, Atom Kallen, and Frank Thompson absent.
 - **Woodland Hills Preserve** – Discussion on labeling the shelters along the trail to help people determine where they are. Perhaps something simple like a colored band around one of the posts.
 - **Kingston Park – Ella’s Garden** – No update – still waiting for plants to emerge after they were cut back last fall.
 - **Little Free Libraries** – Bill Ross will take photos of the LFL in his neighborhood and share them with everyone. Atom continues to work on the program guidelines.
 - **Adopt-a-Park** – The draft program guidelines from 2012 were reviewed. It was discussed that the overall responsibility of adopting a park is quite large and there may be little interest from individuals or families. However, perhaps groups of people would be willing to participate, such as boy scouts, girl scouts, groups within the schools, or other community groups. Some tweaks are needed to the guidelines and perhaps at the next meeting a motion can be made to formally present it to council.
 - **Memorial Tree Program** – No update. Still in support of the program.
 - **Park & Recreation Survey** – No discussion

6. **Special Event Requests**

- A motion by Tom Butera, second by Katrina Schreefer, that the Parks & Recreation Board recommends to Council to approve the Event Application for the Saucon Valley Conservancy's "Spring Into Birding" event being held on March 25, 2017 from 9:00 a.m. to 1:00 p.m. at the Heller Homestead. The motion carried 4-0 with David Spirk, Atom Kallen, and Frank Thompson absent.

- A motion by Tom Butera, second by Katrina Schreefer, that the Parks & Recreation Board recommends to Council to approve the Event Application for the Saucon Valley Conservancy's "Barn Photo Workshop" event being held on May 20, 2017 from 9:00 a.m. to 1:00 p.m. at the Heller Homestead. The motion carried 4-0 with David Spirk, Atom Kallen, and Frank Thompson absent.

7. **Old Business** – The Easter Egg Hunt will take place as volunteers have come forward. Community Day needs more input and more volunteers. Katrina stated that a charity is chosen at the end of the event to receive a donation; it would be good to involve them from the beginning so they are invested in the program and commit time and manpower to the event.

8. **New Business** – Eric Bartosz, who coordinates the "Book It 5K" on the Saucon Rail Trail, has proposed the installation of a fitness station at the Reading Drive Trailhead which he would secure funding for. This will be presented to the SRTOC at the March 27th meeting. Although not opposed to the idea, there was concern over whether there was any space to accommodate such equipment. Also, there is no area immediately adjacent to the trail itself as the ground slopes quickly on either side. If equipment would be placed it should be made of materials that will last a long time with minimal maintenance.

Regarding the fitness stations at the Town Hall Park, which need significant attention, the next P&R Meeting should be held at the Pavilion so they can be reviewed along with the rest of the park facilities. Katrina will research on more modern designs.

8. **Adjournment** – Motion to adjourn by Tom Butera; second by Bill Ross at 7:55 p.m.

9. **Next Meeting** – Monday, April 3, 2017, 6:00 p.m. at Town Hall Park Pavilion