

CARLISLE PARKS AND RECREATION BOARD MEETING

October 5, 2023 at 7:00 pm
Stuart Community Center-MP3
415 Franklin Street, Carlisle, PA 17013

ATTENDEES

Parks & Recreation Board Members:

Christopher Bratton, Eric Oakman, Robert Schmidlein (Chairman), Marvin Salsman, Curtis Stevens

Parks & Recreation Staff: Parks and Recreation Director, Andrea Crouse and Recreation Assistant, Emily Gates

Guests: Jeffrey Swope, Executive Director, Bosler Memorial Library

Not in Attendance: P&R Board Member, Whitney Baker, P&R Board Member, Jennifer Love and Borough Council Liaison, Cate Mellen

CALL TO ORDER

Meeting was called to order by Robert Schmidlein at 7:00 pm.

I. APPROVAL OF SEPTEMBER 2023 MINUTES

Minutes from September 7, 2023, meeting were approved. Robert Schmidlein made the motion to approve the minutes and Curtis Stevens seconded it.

II. PUBLIC COMMENT/GUESTS

Jeffrey Swope, Executive Director, Bosler Memorial Library

III. OLD BUSINESS

A. Story Forest- concept and location discussion

- I. Eagle Scout Project Assistance:** Per a recommendation from Parks and Recreation Board member, Jennifer Love, it was looked into to have a Boy Scout complete the story forest for an Eagle Scout Project. A Troop 180 (New Kingston) scout (Joe) is interested in assisting with the project. Jeffrey Swope and Andrea Crouse met with Joe, his father, and Assistant Scoutmaster, Kurt, to discuss the project.
- II. Story Forest Design:** The proposed design will be large trees cut from 3/4", sealed plywood with a post (painted brown). Two storyboards are able to be developed from one piece of 4'x8' plywood. The storyboard section of the design would be covered with plexiglass. The scout is developing a cost quote. Eagle Scouts are required to pursue some funding for their projects; however, the library is considering completing some crowd funding for the project.
- III. Carlisle Parks and Recreation and Bosler Library MOU:** A. Crouse and J. Swope are developing an MOU regarding the story boards' installment, maintenance (cleanliness, repair, replacement), changing the stories (once/year), etc.
- IV. Example Story Forests:** C. Stevens encouraged the Board and J. Swope to visit the Winding Hills Park South (900 E Winding Hill Rd, Mechanicsburg, PA 17055) Story Forest, which essentially creates a fence around the park and is circular.
- V. Location:**
 - 1. C. Stevens** discouraged the trail to be along the LeTort Park trail and believes Biddle Mission may be more suitable (circular). Heberlig-Palmer Park may be another suitable location because an existing trail is there. C. Stevens encouraged the walk to be located in a neighborhood that will get kids and families most interested in the library and to consider underserved communities. In addition, C. Stevens mentioned that we must keep

accessibility in mind and that having a pavilion nearby is important because it can be utilized as an added learning location.

2. **M. Salsman** mentioned that with the development of the new Fort LeTort it might be nice to have “Sherwood” Story Forest around the playground.
3. **E. Oakman** believes that the signs should not be directly located next to the trail because of potential for biking accidents.
4. **C. Bratton** stated to make sure the Story Forest is centrally located and within walking distance of the majority of residents. A topographical map noting the location of the story boards would be useful in determining the location.
5. **J. Swope** suggested that away from the traditional path idea the story boards could be placed next to trees; however, that could introduce a variety of functionality issues. The addition of a new path adds another component to the work. If this partnership develops, the library would hope to bring additional programming to the park.

VI. Maintenance:

1. **R. Schmidlein** mentioned that plywood is likely not the best material and Tyvek or another composite may be more suitable and long-lasting.
2. **J. Swope** mentioned that Bosler Library works with the Carlisle Tool Library to maintain their Little Free Libraries. In reference to the deterioration of wooden signs, Swope stated that the library is conscious of the fact that nothing lasts outside. Bosler would be responsible for maintenance; plywood is easier for them to maintain than a more expensive material. The library would be responsible for changing the stories at least once a year – to be determined via MOU finalization. The library is estimating 20 story boards.

VII. Overall Project Goals:

1. Bring people to Carlisle’s parks
2. Bring people to Bosler Library
3. Be universally accessible
4. Be centrally located (downtown) that is within walking distance of the majority of Borough residents

VIII. Project’s Next Steps:

C. Stevens made a motion that Carlisle Parks and Recreation moves forward with the project given an MOU is in place and there is an agreed upon location. M. Salsman seconded the motion. E. Oakman, R. Schmidlein, and C. Bratton voted in agreement.

1. The Board is not ready to decide on a location, but they would like to move forward with the project. This allows the Eagle Scout to commit to the project, which is due by April 2024.
2. In the coming weeks, A. Crouse and J. Swope will meet at the parks to further discuss the location
3. A. Crouse will work with Borough Manager, Susan Armstrong, to determine if the MOU needs to be approved by Borough Council.
4. Possible locations for the Story Forest will be presented at the November Parks and Recreation Board meeting.

IV. DIRECTOR’S REPORT

- A. Linear Park:** Final work on Lot D should be complete by the first week of October and includes installation of the playground surfacing and seeding. The construction fence will remain until the newly seeded grass starts to take hold. The benches at the Skate Spot have been moved to accommodate the request for better flow of the skating area. Staff will work on completing the final DCNR paper work due by 12/31/23.
- B. Fort LeTort:** A soft opening is scheduled for Thursday, October 12th. The Kiwanis Club has The Sentinel planned to be in attendance. The fencing around Fort LeTort will be removed (if necessary,

Carlisle Public Works will remove the fencing and clean it up). The swing and the zip line are not installed as of 10/5/23; however, they will ideally be installed by the soft opening.

- C. **Pickleball Courts:** On Monday, 10/23/23, the Carlisle Area Pickleball Association will hold a celebration to recognize sponsors, founders and dignitaries (Borough Council and Parks and Recreation Board included) for the recent work at the courts. In case of rain, the event will be held on Thursday, October 26th at 5 pm.
- D. **2023 Street Tree Survey:** Shade Tree survey letters (119 total) were issued the week of 10/2/23. Parks and Recreation staff is currently responding to questions about particular tree issues. The tree work deadline is May 31, 2024.
- E. **Carlisle Community Pool:** The pool's 2023 total attendance was 15,496 (2022 attendance was 18,644). The pool was open 74 days out of 80 possible days. There were 774 memberships sold (2022 – 909 memberships sold). The average daily attendance was 209 people with the highest daily attendance at 649 (June 18th). Fifty-eight percent of the memberships were sold to Borough residents and forty-two percent were to non-residents.
- F. **Halloween Parade:** The parade is scheduled for 10/25/23 at 7 pm; three Board members will be judges including: C. Bratton, C. Stevens, and R. Schmidlein.

V. NEW BUSINESS

- A. **Birds of Cumberland County:** M. Salsman stated that the “Birds of Carlisle” pamphlet will now be the “Birds of Cumberland County.” M. Salsman mentioned they’re exploring bird walks and talks when the “Birds of Cumberland County” is launched.
- B. **Bicycle Driver’s Manual:** M. Salsman obtained additional copies of the manual (<https://www.dot.state.pa.us/public/pubsforms/publications/pub%20380.pdf>), which can be put out for display. They are very informative and ideally will encourage more cycling and safe cycling within the Borough.
- C. **Pickleball Court Restrooms:** All Borough restrooms are locked unless someone rents the space and gets a key. There is a port-a-john next to the pickleball court and they’re in close vicinity to the Giant.

VI. SHADE TREE COMMISSION

- A. Crouse is working on the 2023 fall street tree planting program, which is done each spring and fall via an application process.

ADJOURNMENT

Following a motion, the meeting adjourned at 7:50 pm. C. Stevens made the motion to approve the minutes and M. Salsman seconded it.

NEXT MEETING

The next Carlisle Parks and Recreation Board meeting is **Thursday, November 2, 2023, at 7:00 pm, Stuart Community Center**. Any member that is unable to attend is asked to notify Andrea Crouse.