

CARLISLE PARKS AND RECREATION BOARD MEETING

November 2, 2023 at 7:00 pm
Stuart Community Center – MP3
415 Franklin Street, Carlisle, PA 17013

ATTENDEES

Parks & Recreation Board Members:

Whitney Baker, 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, Jennifer Love and Borough Council Liaison, Cate Mellen

CALL TO ORDER

Meeting was called to order by Robert Schmidlein at 7:05 pm.

REVIEW OF MINUTES

Minutes from October 5, 2023 meeting were approved.

Stevens/ Baker

OLD BUSINESS

The Parks and Recreation Board discussed the following about the Story Forest.

Carlisle Parks and Recreation and Bosler Library MOU: A final draft of the Memorandum of Understanding (MOU) between Bosler Library and Carlisle Parks and Recreation has been prepared. It addresses cleanliness, repair, replacement, etc. and will be on Borough Council's November agenda for review and approval.

Eagle Scout Fundraising Assistance: Eagle Scouts are required to "fundraise" on behalf of their projects. J. Swope felt asks for donations would be strengthened by "crowdsourcing." So, donations would go directly to Bosler Library, a tax-exempt entity, and the Eagle Scout would support fundraising efforts by serving as the seller. An on-site plaque could serve to represent any donors that desired recognition. J. Swope noted that if more money was raised than required, the funds would go to a restricted account that would solely support the Story Forest.

Story Forest Design: The final design will be large trees cut from 3/4", sealed plywood with a post (painted brown). Two "story boards" are able to be developed from one piece of 4'x 8' plywood. The boards would be covered with plexiglass.

Location:

- J. Swope presented two story forest layouts (LeTort and Biddle Mission Park) for potential locations. The "forest" would be 20-24 pieces roughly 4' a part. The LeTort Park layout seemed to be more conducive for the project – boards could be placed further apart, boards wouldn't have to be placed along the trail, rather they could encircle the new playground.
- C. Stevens shared that either location could work, he did express concern that by selecting Fort LeTort we might be putting all of our primary assets in one location.
- M. Salsman mentioned that if we select LeTort Park, we can always expand the project to Biddle Mission.

- E. Oakman believes Fort LeTort is a suitable spot and noted that not every park is meant for young children. For example, LeTort Park is used by many families and youth whereas Biddle Mission Park isn't used by as many families as LeTort Park.
- J. Swope shared that programming could be done at both LeTort Park and Biddle Mission Park even if the Story Forest is located at LeTort.

After discussion, C. Stevens made a motion that Carlisle Parks and Recreation move forward to recommend the Story Forest be located at Fort LeTort. M. Salsman seconded the motion and all other board members in attendance voted in agreement.

DIRECTOR'S REPORT

Fairground Avenue Linear Park

A punch list was generated from the final inspection that took place with LandServ, Inc., in October. The construction fence is still up and will remain until the grass grows to 70% coverage per NPDES permit regulations. A 1% retainage of the total contract is being held for the project until its completion. Staff has contacted DCNR for a final site inspection and will work on completing final DCNR paperwork. In terms of ARP grant reporting to Cumberland County, staff will continue to report on the grant for the County's ARP, but all reimbursements have been received.

Fort LeTort

The Carlisle Kiwanis Club had the Grand Opening of Fort LeTort on 10/25/23. The playground has been well received by the children of the community. The maintenance of the playground area will continue to be the responsibility of the Parks and Recreation Department. The play equipment is from PlayWorld and the lifespan is 40 years.

Pickleball Courts at LeTort

The Carlisle Area Pickleball Association held their grand opening celebration of the new pickleball courts on 10/25/23. The grand opening was held to recognize sponsors, founders and to thank the Parks and Recreation Board and Borough Council for their efforts with the organization.

NEW BUSINESS

Homeless on Trail

C. Stevens noticed that the tent and tarp on the LeTort Trail was still there since he previously reported it (mid-October). E. Gates to contact Community CARES again to make sure they are aware.

Carlisle Halloween Parade

The Carlisle Halloween Parade took place on Wednesday, October 25 at 7 pm. The weather was beautiful and the streets were crowded. The Parks and Recreation Board made the following comments about the parade:

- M. Salsman served as a parade marshall and mentioned it was difficult to control people from throwing candy. We may need to work to reinforce that in the future, but we shouldn't eliminate participants giving candy.
- W. Baker agreed that we should not eliminate participants giving candy – "It's a Halloween parade!"
- C. Bratton suggested that we do a top five in the various categories for prizes vs. top three.
- C. Stevens suggested we separate volunteer/non-profit floats vs. corporate floats.
- W. Baker suggested we ask an honor society to help with the street clean-up the following day.
- C. Stevens made the motion to congratulate and commend Carlisle Parks and Recreation on how well executed the 2023 Halloween parade was. C. Bratton seconded the motion.

STREET TREE COMMISSION

2023 Fall Planting

The 2023 fall street tree planting program was contracted to A Touch of Green Lawn and Grounds Maintenance. The planting of 14 trees on 11 properties is expected to be complete by 11/15/23.

ADJOURNMENT

Following a motion, the meeting adjourned at 8:10pm

Salsman/Oakman

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