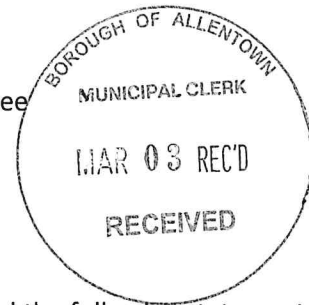


Allentown Parks and Public Space Advisory Committee
January 8, 2020
Meeting Minutes



Call to Order

The meeting was called to order by Chairperson Allison Arnone at 6:00 pm and the following statement was read:

“In compliance with the ‘Open Public Meetings Act’, Chapter 231, PL 1975, Section 5, adequate notice has been given of this meeting by posting a Notice in a public space and by transmitting a notice to two newspapers, THE TIMES and the ASBURY PARK PRESS, as required by law.”

Those present were: Allison Arnone, Jan Buchalski, Terry Brown, Suzanne Smith, Jan Meerwarth and Conner Roberts. Lisa Strovinsky and Rob Strovinsky were excused absent. A quorum was present.

Minutes Review

A motion was made to approve the November 14, 2019 Sgt George Ashby Park Committee meeting minutes by Jan Meerwarth and seconded by Terry Brown; Jan Buchalski abstained. The motion was approved unanimously.

Public Present

Martha Johnson, Greg Westfall, John Elder, and Thomas Fritts

Election of Officers:

Chairperson Allison Arnone: motion made by Terry Brown, seconded Suzanne Smith; unanimous
Vice-chair Jan Meerwarth: motion made by Terry Brown, seconded by Suzanne Smith; unanimous
Secretary Jan Buchalski: motion made by Suzanne Smith, seconded by Terry Brown; unanimous

Meeting Dates 2020

Committee will meet on the 3rd Monday of the month at 6:30.

Re-organization meeting 2021

January 18, 2021

Jan Buchalski will report all meeting dates to Laurie Roth

Old Business

Borough was awarded the Monmouth County Open Space Grant of \$125,000 with a matching \$125,000 from the borough’s Open Space Trust. Next phase is to complete construction documents for items in Phase I. A motion was made by Allison Arnone to continue with E&LP for this process and seconded by Jan Buchalski; the motion passed unanimously. Will need to get a proposal from E&LP for construction documents as well as an estimate. Will need to get this as an item on Borough Council agenda and request a resolution to proceed. Allison notes it will take approximately 1 month for construction documents then will need a bidding process for contractors, then schedule work.

Borough was also awarded the Monmouth County Historical Commission Grant for \$800 with matching \$800 from the borough for the Union AME Cemetery for 1 large marker. Need to figure out wording and materials and then find a sign maker. Jan Meerwarth got an estimate from a sign maker for \$2,000. HPRC to possibly email Alice Wykoff, John Fabiano, Ann Garrison, Leslie Sorel and Rev. Tianda Smart for input regarding terminology, location, and content.

New Business

The Sgt. George Ashby Park Committee will become the Parks and Public Space Advisory Committee

Land Acquisition and Preservation of Natural Resources

Phase I Ashby

Prioritize land acquisition

Quality of Life: Community and County

Sarah Barnes

Dog Park

Celebrate Allentown History through Parks

Gateway signs then signs within the borough

Have to "name" the historic part of the borough

"village" vs. "borough"

Waiting for entrance signs (5 or 6). Allison Arnone to take sign designs to Council and let them decide

2020 budget; requesting \$2,500

\$1,000 grant applications

\$1,000 signage

\$500 reference materials

Ideas

Create a binder for each park; schedule a "walk-thru" for each park

Assign each member of the committee a task so one person reports each month

Events: Suzanne

Grants: Jan M.

Programs: Terry

Green Infrastructure: Jan B.

Signs/Way-finding: Allison

1st impressions: Conner

Possible events

Movie night in the park

Fireworks

5K

Fall festival

Terry reported on the experimental meadow in Heritage. Information can be found on the Shade Tree website. Terry also reported on the Streetscape Phase II: 10 trees will need to be removed from Main St., possibly 10 on Church St. 12 are planned to replace those removed.

Next Meeting

February 17, 2020 at 6:30 pm

Adjournment

There being no further business, Allison Arnone adjourned the meeting at 8:50pm