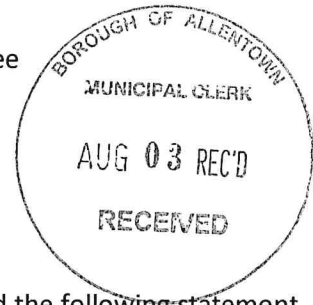


Allentown Parks and Public Space Advisory Committee
Remote and via Facebook Live
June 15, 2020
Meeting Minutes



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 Meerwarth, Jan Buchalski, Terry Brown, Suzanne Smith and Rob Strovinsky and Connor Roberts. Lisa Strovinsky was absent. A quorum was present.

Minutes Review

A motion was made to approve the May 15, 2020 Allentown Parks and Public Space Advisory Committee meeting minutes by Terry Brown and seconded by Jan Meerwarth; the motion was approved unanimously.

Public Present

Public viewed the meeting on the borough's Facebook page. There were no public comments.

Old Business

Received 90% complete drawing package from E&LP. Some trees are put on "arborist hold" until they are inspected by an arborist so it all won't be cleared out. Most trees at the Broad St entrance will come down as they are in poor health. Rob Strovinsky spoke with the neighbor whose property abuts the Broad St entrance and she is OK with this. Arborvitae will stay. Need to stay on budget secondary to the grant and if there is extra monies then things can be added from a "wish list". As of now, we are on budget and on time. Rob still needs to reach out to the arborist but he needs the deadline dates for these.

PPS comments were submitted to E&LP, discussed and drawings were updated.

At the June 9, 2020 Borough Council meeting, bid documents were approved. E&LP will review all bids and advise the committee on the bids then the committee will review the recommended bids.

100% complete bid package was submitted June 12, 2020. No questions upon review. Ready for bid meeting. Once the announcement goes out, bid period is 7/13/20-8/7/20 including the question period. Questions will go to Laurie and E&LP will answer all questions and the Q&A will go out to all bidders. Committee will review each one, short list, then evaluate more and may request interviews then make recommendations to council. Aiming for construction to conclude mid-November. **N.J. Public Contracts Law: cannot contact friends or family regarding the specs of the bids = "favoritism", Need to closely follow this, especially as we are operating under a county grant.

Outstanding items are still needed from the borough: where advertised? What is the bid duration? Need some guidance on this. Pre-bid walk throughs; bids need to be read publicly. There are outstanding issues we're waiting on from CFO and attorney. Can't move forward without any of these.

Sara Barnes Park planting is completed and mulch is down

New Business

Streetscape update: Rob reports that project is 80% complete but need to continue with soil and trees that need to be installed. Should be planted in about 2 weeks.

Park Programs: Suzanne Smith reported on several commemorative markers including a council ring (one at Mt. Vernon commemorated African American veterans that did not have headstones), spheres, etc. In early stages and needs work, spectrum of reasons why things were commemorated. Allison Arnone suggested adding art into the parks with possible design competitions. Jan Meerwarth suggested flower/bulb plantings but Terry Brown and Rob Strovinsky are concerned about the maintenance/upkeep of that. Jan Buchalski talked about flags with veterans' pictures like in Vincentown. Would need to identify where in the parks to put these. Jan M also suggested a large form that multiple individuals could donate to with all the different commemorative names on it.

What parks need clean up? What parks are in need of help? Suzanne and Connor Roberts went out and counted trash cans/signs/etc. Lots of trees in Farmer Park with Emerald Ash Borer, Terry and Rob note they are trying to get rid of them somehow. The lower path was cleaned up. Rob notes that the park will lighten up once the trees come down. Basketball court isn't going anywhere. Jan B notes environmental commission is also visiting parks and will provide feedback to this committee. The Mill Pond/Sensi Park is first on their list.

Dog park? Check into other towns and see how they're doing it and what problems are they having. Possible liability issues. Is this a permitted use for open space?

Trex bench sample is put together and on the porch at Borough Hall. Discussed where they should go; along the back woods was suggested but Rob noted concern that they would get tossed into the creek and if people sit there and eat, then the trash will be thrown into the creek. Best to keep all the benches is open view.

Next Meeting

July 20, 2020

Adjournment

There being no further business, Allison Arnone adjourned the meeting at 7:21