

Parks & Recreation Advisory Board  
Meeting Minutes - March 10, 2026

Park and Recreation Board: Kristine Belser, Chair  
Debbie Marchesani, Vice Chair  
Dan Giacomelli, Secretary (arrived during Item 5)  
Missy Kitzmiller, Member  
Helene Ratner, Member  
Dori Bower, Member

Others: Monica Tierney, Interim Director of Parks & Recreation  
Joanne Morelli, Recreation Specialist  
Nick Valla, Assistant Township Manager  
Ryan Leighton, Vice Chairperson, Board of Supervisors

Absent: Bill Fuller, Member

1. Call to Order
2. Boy Scout Presentation: Vincent Kutch, an Eagle Scout candidate, presented his proposed Eagle Scout project for Heroes Walk at Veterans Memorial Park. The proposed project includes:
  - a. Restoration of the reflection path with a log border and wood chip surface
  - b. Replacement and engraving of park benches in partnership with Bucks County Technical High School
  - c. Repair and refinishing of the park entrance sign
  - d. Installation of several birdhouses designed for smaller bird species
  - e. The project is planned for early to mid-May, pending township coordination and weather conditions.

Board members discussed potential township support and the possibility of a recognition or ribbon-cutting event following completion of the project.

3. Public Comment
  - a. No public comments were made at the beginning of the meeting.
  - b. Later in the meeting, Ed Tremblay, a Snowball Gate resident, addressed the Board regarding concerns about motorcycles and quad vehicles being operated within township parks, citing potential safety risks. Board members discussed park rules and enforcement options. Staff noted that the Department of Public Works will review park signage and coordinate with the Police Department regarding enforcement and patrol presence.
4. Approval of Minutes: Motion to approve the February 10, 2026 meeting minutes. Motion: Missy Kitzmiller; Second: Debbie Marchesani; Motion approved unanimously (5-0).
5. League and Partner Report: The purpose of the League and Partner Report is to increase transparency and encourage regular high-level updates from sports partners.
  - a. Lower Bucks Senior Softball (65+), representative Tom Cosgrove provided an update. Discussion topics included:
    - Field access and maintenance
    - Water fountain needs

- A significant increase in field rental fees, rising from approximately \$750 to \$1,225, which may impact nonprofit leagues' budgets and their ability to contribute donations
  - Fee structures have been clarified and are now available on the Township website.
- Staff noted that grant opportunities for water fountains are being explored, and some maintenance projects have been delayed due to weather conditions.
- b. Hulmeville Soccer Club (HSC): Representatives Mike Tarpey, HSC Fields Director, and Eric Winchester, HSC Facility Manager, provided an update. Discussion included:
- Declining registration among high school girls
  - Collaboration with nearby clubs including Falls Township, Council Rock, and YMS for inter-club play and cooperative purchasing
  - Continued focus on inclusivity, including the All Abilities Team
  - Community engagement efforts such as CPR training, food trucks, and partnerships with local businesses
  - The club reported that no child is turned away for lack of funds, with internal sponsorships covering fees and uniforms when needed
  - Spring registration is expected to exceed 1,000 players, with growth among younger participants and All Abilities teams

Advisory board members and staff also discussed other partner organizations, including Queen Bees, Bucks County Community Foundation, and the Middletown Community Foundation, that provide subsidies for families in need. The potential for adding donation options during program registration was also discussed.

*Board Member Dan Giacomelli joined the meeting near the conclusion of this report.*

## 6. Director's Report

- a. Department Transition Update: Staff reported that the leadership transition within the Parks & Recreation Department continues to proceed smoothly with no disruption to services.
- b. Capital Projects Update:
- Simmons Tennis Courts: Grant application in progress through the USTA; additional ground testing is required.
  - Twin Oaks Park: Infrastructure improvements completed by the Department of Public Works, including drainage work, wall adjustments, and dugout roof repairs. Playground mulch replacement is needed.
  - Barn Facility: Interior improvements are underway, including painting and flooring upgrades. Water filling stations are planned.
  - Senior Center: A grant application has been submitted to support accessibility improvements to restrooms.
  - Detective Chris Jones Memorial Park: Preliminary planning is underway for a police-themed playground and related grant funding opportunities.
  - Anna Payne Park Sign: Installation is pending favorable weather conditions.
- c. Upcoming Parks & Recreation Events
- Staff provided updates on upcoming events, including the Earth Day celebration, which currently has approximately 30 vendors confirmed, along with entertainment and activities for families.
- d. Volunteer Opportunities
- Volunteer opportunities were discussed related to park cleanups, planting initiatives, and community events.

- The Environmental Advisory Council (EAC) will host several activities in April, including a rain garden restoration project at Veterans Park.

7. Program and Summer Recreation Update: Joanne Morelli, Recreation Specialist

- Ms. Morelli provided updates regarding program participation and summer recreation programming.
- Current summer camp enrollment includes programs at the Barn, Community Center, and Core Creek, as well as the Tween Program. Total enrollment currently stands at approximately 359 participants.
- Summer Rec Staff report
  - Hiring of three summer camp site supervisors
  - Ongoing recruitment of camp counselors
  - Participation in several fitness programs, including yoga, tai chi, Zumba, and other exercise classes, remains strong
  - Nature-based programming through Mindy’s Den continues to attract high participation levels

8. Discussion Items

- Field Use Agreement
  - Ms. Tierney discussed the need for standardized field use agreements between the Township and sports leagues utilizing municipal facilities.
  - Ms. Tierney will review sample agreements from other municipalities and work toward developing a standardized agreement for township use.

9. Adjournment: Motion to Adjourn made by Dori Bower, Second by Debbie Marchesani.

Title				Middletown Township P&R Board Meetings													
				13-Jan-26	10-Feb-26	10-Mar-26	14-Apr-26	12-May-26	09-Jun-26	14-Jul-26	11-Aug-26	08-Sep-26	13-Oct-26	10-Nov-26	HOH Thu, 12/10		
Chair	Kris Belser	2028	✓	✓	✓												
	Dori Bower	2028	✓	✓	✓												
	Bill Fuller	2027	✓	✓	☒												
Secretary	Dan Giacomelli	2027	✓	✓	✓												
	Missy Kitzmiller	2027	✓	✓	✓												
Vice Chair	Debbie Marchesani	2026	✓	✓	✓												
	Helene Ratner	2026	✓	✓	✓												
P&R	Joanne Morelli		☒	✓	✓												
Director	Monica Tierney				✓												
Public	Sports Clubs				2												
Public	refer to notes				4												
Director	Paul Kopera	Mar-26	✓														
Asst Dir.	Patrick Graham	Mar-26	✓														
P&R	Nicole Tener	Mar-26	✓														
	Count		10	8	8	0	0	0			0	0	0	0	0	0	
	Location		Muni	Muni	Muni	Muni	Muni	Muni			Muni	Muni	Muni	Parking Lot			
	BOS Dates		12-Jan	9-Feb	9-Mar	13-Apr	11-May	8-Jun	13-Jul	10-Aug	14-Sep	5-Oct	9-Nov	14-Dec			
	Notes		13-Jan														