

Park and Rec Board Meeting Minutes 2026-02-10

Middletown Township Parks and Recreation (MTPR) Board meeting Transcript provided by Otter.AI using Middletown Township account. Reviewed and edited by Dan Giacomelli, Secretary.

- <https://otter.ai/u/SvdLYxRM0yauDJkUKZaOj5-u9NQ?view=summary>
- <https://otter.ai/u/NPlkD4bvmbvk-u782-i7CiZ41YE?view=summary>

Call to order 6:01 PM Tuesday, February 10, 2026

The Park and Rec meeting covered introductions of board members and community representatives, including Christine (chairperson), Missy, Dan Giacomelli (secretary), Debbie Marchesand, Dory Bauer, Patrick Graham, Phil Polar, Frank McSherry, and others. Frank McSherry discussed the need for shed replacement at Community Park. The board approved delaying January minutes and discussed field maintenance, permit requests, and the need for better drainage and security. Issues included field damage from improper use, vandalism, and the need for portable toilets and better lighting. The meeting also touched on the impact of weather on field conditions and the importance of community involvement in maintaining facilities.

Action Items

- [] Forward the email and any permit application regarding replacing/repairing the batting-cage shed at Community Park to the Parks & Rec board so the board can review and assist with the permit. Patrick to follow-up.
- [] Prepare and send the spring season permit invoices and the new fee calculations to all clubs (run calculations for the new fee system and distribute invoices). Patrick to follow-up.
- [] Have Copperhead return after the snow melts to finish scoping/drain inspection at Community Park fields (locate pipe at field 4 and verify baseline drains) and coordinate next steps with Public Works. Patrick to transition to new Director.
- [] Send the field/trench map and design reference for the softball drainage trench to the Middletown Athletic Association contact so volunteers can begin trenching as directed. Patrick to provide.
- [] Confirm whether a softball tournament permit exists for Community Park, identify the contact, and send the event/contact information and calendar entry to the local clubs. Patrick to transition to new Director.
- [] Determine responsibility for the snack-stand hot water (confirm whether the township or the league is responsible) and report back to the requesting league. Patrick to transition to new Director.

- [] Coordinate with Public Works to address the Community Park driveway stone/potholes, creek trimming, the wall near the snack stand, and other outstanding site repairs and schedule these to be completed before the season starts. Patrick to transition to new Director.
- [] Draft a short written agreement/permission template outlining conditions, insurance requirements, and allowed duration for leaving a portable trailer/storage unit at the rink (so the league can proceed with purchase/donation), and provide that document to the rink league. Patrick to transition to new Director.
- [] Consider and, if appropriate, preemptively cancel Sunday permit(s) for groups who have historically damaged fields when wet (apply cancellations when weather indicates field damage risk) and communicate the cancellation policy to affected permit holders.
 - This was a topic of concern for MTPR Board Members and wanted to know more about who and when damages occur.
 - Future discussions on requirements, triggers and process for township to close fields with proper communications and enforcement to agreement holders and public.
 - Dan to consider incorporating into new Field Usage Agreements.
- [] Evaluate shifting the remaining camera capital funds to install cameras at Forsythia (to address vandalism) and finalize whether cameras will be installed this year; report back on the decision and implementation plan. Patrick to transition to new Director

Meeting Notes Outline

- Introductions and Meeting Purpose of MTPR Board for Sports Community attendees.
- **Public Comment and Shed Replacement:** Frank McSherry from Pure Attack discusses the need for shed replacement at Community Park and submitting a permit application; waiting for a callback from the township. Board asked Frank to forward the email to MTPR for further assistance.
- Approval of Minutes and General Meeting Procedures: The motion to delay the approval of January minutes until the next meeting is made and approved.
- Patrick (and Nicole) announces his resignation from his position as Assistant Director and his plans to ensure all permits and projects are in place before his departure.
- Club Requests and Field Maintenance:
 - Chris Carl from Christian Fellowship Softball League requests a softball field with lights for fall play. Discussion about the condition of infields and the impact of Sunday use on field playability.
 - Tom Cosgrove from Bucks County 65+ Senior Softball League requests fields for their games and mentions their field crew's efforts to maintain the fields. Concerns about

the impact of tournaments and lights on game scheduling and player safety are raised.

- Kevin Gary from Middletown Athletic Association discusses the replacement of the infield on field one and the need for drainage improvements. Discussion about the impact of vandalism on fields and the need for better security measures. Suggestions for using trail cameras to monitor field usage and prevent vandalism are made.
- The need for better communication and coordination between different sports clubs, the township, stakeholders, and volunteers, is highlighted.
- Mike Hepner from Middletown Athletic Association discusses the need for more fields and the challenges of scheduling games.
- Discussion about the allocation of fields for different sports clubs and the impact of weather on field conditions included the need for better drainage systems and the challenges of maintaining fields during the winter months.
- Discussion about the potential for using community parks for additional sports activities and the need for better infrastructure.

BREAK: allowing Sports Community and Public to withdrawal and allow bio-break for board before continuing.

Continued Meeting Notes (post Break)

Discussed the teen talent show, which will have four bands and nine single acts, totaling 13 acts. Six judges will be involved, including a new volunteer. The cleanup event is scheduled for April 11, with community participation encouraged. Earth Day will feature about 25 vendors and is seeking volunteers. The garden cleanup is set for March 28. The food situation for Earth Day is still in discussion, with a preference for sustainable options. The board also discussed the need for a new usage agreement for field maintenance and the possibility of a Zoom meeting with the park and rec board before the next board meeting on March 10.

Action Items

- Follow up with the proposed food vendor (Pita Chip / truck) and lock down the food vendor arrangement for Earth Day with a run through and update the Earth Day vendor list and confirm that volunteers are scheduled/available for the event
- Draft and continue work on a new field maintenance / usage agreement and also secure the current usage agreement for another year as an interim measure. Dan Giacomelli Leading.
- Invite/coordinate with the Parks & Recreation representative (Kris) to assist with interviews for new positions and arrange a meeting between the boards prior to March 10.
UPDATE: Completed and email communications sent (2/19/26)

Meeting Adjournment

