

Haverford Township  
Parks and Recreation Board  
2025 Agendas and Minutes

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No December meeting

Disclaimer: Every document provided by the group is included in this archive packet. The boards, committees, and commissions are responsible for providing agendas and minutes for each meeting.

# Haverford Township - Park and Recreation Board

Meeting: Tuesday, January 28, 2025

Time: 7:00 p.m.

Location: Room B, 1014 Darby Rd., Havertown Pa., 19083

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## Agenda

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Roll Call

Reorganization:

Nominations for Chair and Vice chair

Public Forum

Approval of Minutes: November 26, 2024

Park Maintenance Report:

December – January Park Maintenance Report

Director's Report-

- Darby Creek trail update
- Brookline Park update
- McDonald field replacement lights status
- Merry Place
- Paddock
- Winter HavaGood Times
- Trail Summit
- ARPA presentation

Old Business

New Business

# Haverford Township - Park and Recreation Board

Meeting: Tuesday, January 28, 2025

Time: 7:00 p.m.

Location: Room B, 1014 Darby Rd., Havertown Pa., 19083

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## Minutes

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Roll Call – Michelle Alvare, Steve Laughlin, Rich Caroto, Mark Merdinger, Sebastien Gressier, Paul Davitt, Melissa Raffel, Steve Young

Reorganization – Nominations for Chair and Vice chair

Rich Caroto nominated Michelle Alvare for Chair, Steve Laughlin seconded it.

Melissa Raffel made a motion to close nominations for Chair, Rich Caroto seconded it.

Vote for Michelle Alvare as chair was unanimous 7-0

Sebastien Gressier nominated Steve Laughlin for Vice Chair and Marc Merdinger seconded it.

Rich Caroto made a motion to close nominations and Melissa Raffel seconded it.

The vote for Steve Laughlin was unanimous 8-0.

Public Forum – N/A

Approval of Minutes from November 26, 2024, Sebastien Gressier made a motion to approve minutes

and Steve Young seconded it. Motion to approve minutes was unanimous 8-0.

Park Maintenance Report – December 2024 and January 2025 Maintenance Report  
December/January 2025 Park Maintenance Report

Completed work-

- Winterized restrooms and water fountains
- Completed Park leaf collection
- Set up Trucks and prepared equipment for winter weather
- Removed football goalpost for season
- Removed Flags from parks for winter
- Dug test holes for McDonald Field lighting
- Completed the installation of Preston equipment and surfacing
- Removed equipment from Chatham Glen
- Reattached sound curtains displaced by winds. Paddock & Grange
- Pulled footers from Merry Plc wooden structure
- Trimmed and elevated trees on West Chester Pike median
- Cleaned trash and leaves from Medians
- Replaced exterior light fixtures on Normandy House
- Installed 3 Memorial benches Pennsy Trail and Vets

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- Received deliveries of play equipment
- Cleared the down trees on Reserve trails

#### Scheduled-

- Start Chatham Glen equipment installation
- Inventory spring field equipment order what's needed. (Nets, Bases, Infield mix)
- Install slide in Andy Lewis Park
- Park Inspections & Repairs

#### Director's Report -

Darby Creek trail update – Phase 2 work update. Work should be completed early March., Phase 3 permit request to DEP submitted– Stream bank restoration/boardwalk. We expect to get cost estimates from Pennoni for Phase 3 in February. Will bid the work once we get permit – typically 9-12 months..

Brookline Park update – Storm Water management contract approved, Engineering for grading plan underway

McDonald field replacement lights status. Poles ordered, expect trenching for conduit to begin early February.

Merry Place Tennis court and skate park fencing complete. Elwell backstop to be replaced this month.

Paddock backstop scheduled to be replaced in February.

Winter HavaGood Times came out in early January, winter programs began last week.

Trail Summit – Saturday February 8 – Time 8:30-12pm

ARPA presentation – Monday, March 3 Commissioners meeting

#### Goals for 2025 for Parks and Recreation

##### Maintenance

Enhance participation in the Adopt a Park/Trail

Continue our tree planting program – funding sources, volunteer management, identifying locations

Land management plans

##### Capital projects

Darby Creek trail extension

Brookline Park development

##### Staffing

Succession planning – 3 key roles replaced in the next few years

Two new programming staff added last year

Adjusting job descriptions and job responsibilities to better reflect department needs and staff skill sets

Old Business. – N/A

New Business – N/A

Marc Merdinger made a motion to adjourn the meeting at 8:30pm.

Paul Davitt seconded it vote was unanimously approved 8-0.

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# Haverford Township - Park and Recreation Board

Meeting: Tuesday, February 25, 2025

Time: 7:30 p.m.

Location: Room B, 1014 Darby Rd., Havertown Pa., 19083

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## Agenda

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Roll Call

Public Forum

Approval of Minutes: January 28, 2025

Park Maintenance Report:

February Park Maintenance Report

Director's Report-

- Darby Creek trail update – Phase 2 work update. Work should be completed early April, Phase 3 permit proceeding, new funding required to finish phase 3, approximately \$500,000.
- McDonald field replacement lights status. Conduit in place and poles are being installed.
- Elwell backstop replaced this month, work on Paddock starting this week or next.
- Trail Summit – Saturday, February 8 over 85 people attended.
- ARPA presentation – Monday, March 3 Commissioners meeting
- Summer full day camp registration begins Monday, March 3. Summer HavaGood Times will be available the end of March. Registration for all summer programs begins Sunday, April 6.
- Items for Commissioners Agenda for March – LED replacement lights for CREC lobby

Old Business

New Business

# **Minutes of the Park and Recreation Board Meeting held on February 25, 2025 at 7:30 pm**

**Roll Call – Michelle Alvare, Steve Laughlin, Rich Caroto, Paul Davitt, Melissa Raffel, Steve Young**

**Public Forum – N/A**

**Approval of Minutes** from January 28, 2025, Rich Caroto made a motion to approve minutes and Melissa Raffel seconded it. Motion to approve minutes was unanimous 7-0.

**Park Maintenance Report – February Maintenance Report**  
Completed-

- Clean up trees and downed limbs in parks from high winds
- Reattach sound curtains and wind screens damaged by winds
- Start park safety inspections
- Started spring baseball/softball maintenance
- Installed charcoal grills- Grange, Paddock, Merry Plc
- Clean leaves from backstops and fence lines
- Attached plaques to memorial benches

Scheduled-

- Field aeration and overseeding
- Continue baseball/softball pre-season maintenance
- Install equipment in Chatham Glen
- Install slide at Freedom
- Complete inspections and start repairs

**Director's Report -**

**Darby Creek** trail update – Phase 2 work update. Work should be completed early April, Phase 3 permit proceeding, new funding required to finish phase 3, approximately \$500,000.

**McDonald field** replacement lights status. Conduit in place and poles are being installed. Elwell backstop replaced this month, work on Paddock starting this week or next.

**Trail Summit** – Saturday, February 8 over 85 people attended.

**ARPA presentation** – Monday, March 3 Commissioners meeting

**Summer** full day camp registration begins Monday, March 3. Summer HavaGood Times will be available the end of March. Registration for all summer programs begins Sunday, April 6.

**Old Business.** – N/A

**New Business** – Rich Caroto asked about whether there was a parking plan for McDonald Field now that the lights are there and there will be two time slots each night. Brian Barrett said he would be contacting Hilltop LL to encourage them to develop a parking plan to ease congestion.

Melissa Raffel asked if Parks and Rec Dept. could notify civic associations on park improvements in their neighborhoods.

Rich Caroto made a motion to adjourn the meeting at 8:25pm.  
Steve Laughlin seconded it, vote was unanimously approved 7-0.

# Haverford Township - Park and Recreation Board

Meeting: Tuesday, March 25, 2025

Time: 7:30 p.m.

Location: Room B, 1014 Darby Rd., Havertown Pa., 19083

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## Agenda

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Roll Call

Public Forum

Approval of Minutes: February 25, 2025

Park Maintenance Report:  
March Park Maintenance Report

### Director's Report-

- Darby Creek trail update – Phase 2 work update. Paving was done the first week of March. Work should be substantially completed by mid-April,
- McDonald field lights are in and available to use.
- Paddock backstop was replaced early March.
- Polo update – Focus group will start meeting early April
- Summer HavaGood Times is now available and was mailed to all residents. Summer program registration begins Sunday, April 6.
- Items for Commissioners Agenda for April – LED replacement lights for CREC lobby
- Resurfacing gym floor at CREC

Old Business

New Business



# **Minutes of the Park and Recreation Board Meeting held on March 25, 2025 at 7:30 pm**

**Roll Call – Michelle Alvare, Rich Caroto, Paul Davit, Melissa Raffel, Marc Merdinger, Sebastian Gressier**

**Public Forum – N/A**

**Approval of Minutes** from February 25, 2025, Paul Davit made a motion to approve minutes and Melissa Raffel seconded it. Motion to approve minutes was unanimous 6-0.

**Park Maintenance Report – March Maintenance Report**  
Completed-

- Aerated and seeded Vets & Steel fields
- Completed park safety inspections
- Prepped baseball/softball fields for season
- Replaced home plate at Genthert
- Reset court light timers from Daylight Savings
- Repair players benches in Steel and Elwell
- Opened restrooms and set lock timers
- Started Interviewing for seasonal staff positions
- Had extra trash receptacles put in parks for season
- Put up new flags in Parks
- Repaired sound panels at Grange
- Attached the grill cook tops
- Clean up debris piled on Karakung Dr and Darby Creek
- Delivered Diamond Tex to Fields
- Started Chatham install
- Removed Merry go round from Preston

Scheduled-

- Turn on water fountains by May 1st
- Complete slide install at Freedom
- Continue Chatham installation
- Pick up trees for spring plantings
- Start repairs from inspections
- Prepare for cutting season
- Start weekly ballfield maintenance
- Start weekly restroom cleaning

**Director's Report (Eileen Mottola, Assistant Director) -**

**Darby Creek** trail update – Phase 2 work update. Work should be completed early April, Phase 3 permit proceeding, new funding required to finish phase 3, approximately \$500,000. Jack McDonald to bus yard 1.5 miles.

**McDonald field** lights are in and available to use.

**Paddock backstop** was replaced early March.

**Polo update** Focus group will start meeting March 31.

**Summer** HavaGood Times is now available and was mailed to all residents. Summer program registration begins Sunday, April 6.

**Items for Commissioners** Agenda for April – LED replacement lights for CREC lobby  
Resurfacing gym floor at CREC

**Old Business.** Rich Caroto asked about parking plan for McDonald Field. Eileen Mottola said Hilltop Baseball had been contacted and would be taking care/putting plan in place. Melissa Raffel thanked Department for letting Civic groups know about work at parks.

**New Business** –Paul Davit asked for a brief summary of Earth Day, planned for April 26. Sebastian Gressier asked about Playground registration and Leaders in Training Program

Rich Caroto made a motion to adjourn the meeting at 8:15pm.  
Melissa Raffel seconded it, vote was unanimously approved 6-0.

**Meeting of the Park and Recreation Board**  
**April 22, 2025 at 7:30 pm**  
**Township Building - 1014 Darby Road, Havertown**

**Roll Call –**

**Public Forum –**

**Approval of Minutes** from March 25, 2025

**Park Maintenance Report – April Maintenance Report**  
Completed.

- Picked up and delivered 30 trees for spring plantings
- Prepared equipment and started seasonal cutting schedule
- Lined turf for spring sports
- Installed new slide at Freedom Park
- Had ramp at Freedom pavilion paved
- Completed the installation of slide and composite structure in Chatham Glen
- Started weekly restroom maintenance Mondays & Fridays
- Trimmed bushes in Westgate Park
- Put out seasonal trash bins
- Collected trash from Darby Creek clean up
- Cleaned up fence line at Vets and Skatium
- Installed new players benches for Hilltop Challenger
- Repaired and seeded washout along path at Lynnwood
- Seeded Merwood open areas
- Lined Grasslyn for Soccer program
- Adjust height on tennis nets at Paddock

Scheduled;

- Install Swings in Chatham Glen
- Make repairs to benches in Elwell
- Open park drinking fountains
- Start seasonal painting projects
- Repair fence to Coopertown from Meadows la.
- Place more permanent trash receptacles in parks
- Replace accessible swing in Hilltop Park
- Replace the out bulbs at Reserve softball field

**Director's Report -**

**Darby Creek** trail update – Phase 2 work update. Paving was done in March. Final paving and SWM work should be substantially completed by the end of May,

**Polo update** – Focus group met on March 31, Next meeting is Monday May 19, 6:30pm at CREC  
Entrance to Polo from County Line was widened

**Brookline update** – SWM work started, Grading plan work to be bid in May

**Capital projects** – Chatham Glen installation of new play equipment and swings, Freedom slide repaired,  
Black top work at Freedom Playground

**Summer** program registration began Sunday, April 6<sup>th</sup>. Playgrounds and preschool programs had heavy registration.

**Items for Commissioners** Agenda for May – Renewal of HVAC contract for CREC  
Planting plan for Pennsy Trail

**May Park Tour Tuesday, May 27** –  
Suggested parks to visit Polo, Brookline, Pennsy Trail, Merry Place, McDonald Field

**Old Business.** –

**New Business**

# **Minutes of the Park and Recreation Board Meeting held on April 22, 2025 at 7:30 pm**

**Roll Call – Michelle Alvare, Rich Caroto, Paul Davit, Melissa Raffel, Marc Merdinger, Sebastian Gressier, Steve Laughlin, Chris Bobbitt**

**Public Forum – N/A**

**Approval of Minutes** from March 25, 2025, Paul Davit made a motion to approve minutes and Melissa Raffel seconded it. Motion to approve minutes was unanimous 8-0.

**Park Maintenance Report – April Maintenance Report Completed.**

- Picked up and delivered 30 trees for spring plantings
- Prepared equipment and started seasonal cutting schedule
- Lined turf for spring sports
- Installed new slide at Freedom Park
- Had ramp at Freedom pavilion paved
- Completed the installation of slide and composite structure in Chatham Glen
- Started weekly restroom maintenance Mondays & Fridays
- Trimmed bushes in Westgate Park
- Put out seasonal trash bins
- Collected trash from Darby Creek clean up
- Cleaned up fence line at Vets and Skatium
- Installed new players benches for Hilltop Challenger
- Repaired and seeded washout along path at Lynnwood
- Seeded Merwood open areas
- Lined Grasslyn for Soccer program
- Adjust height on tennis nets at Paddock

**Scheduled;**

- Install Swings in Chatham Glen
- Make repairs to benches in Elwell
- Open park drinking fountains
- Start seasonal painting projects
- Repair fence to Coopertown from Meadows la.
- Place more permanent trash receptacles in parks
- Replace accessible swing in Hilltop Park
- Replace the out bulbs at Reserve softball field

**Director's Report -**

**Darby Creek** trail update – Phase 2 work update. Paving was done in March. Final paving and SWM work should be substantially completed by the end of May,

**Polo update** – Focus group met on March 31, Next meeting is Monday May 19, 6:30pm at CREC  
Entrance to Polo from County Line was widened

**Brookline update** – SWM work started, Grading plan work to be bid in May

**Capital projects** – Chatham Glen installation of new play equipment and swings, Freedom slide repaired,  
Black top work at Freedom Playground

**Summer** program registration began Sunday, April 6<sup>th</sup>. Playgrounds and preschool programs had heavy registration.

**Items for Commissioners** Agenda for May – Renewal of HVAC contract for CREC  
Planting plan for Pennsy Trail

**May Park Tour Tuesday, May 27** –  
Suggested parks to visit Polo, Brookline, Pennsy Trail, Merry Place, McDonald Field

**Old Business.** –

**New Business** –

Steve Laughlin made a motion to adjourn the meeting. Rich Caroto seconded it.  
Motion passed 8-0.

**Meeting of the Park and Recreation Board**  
**May 27, 2025 at 7:30 pm**  
**Township Building - 1014 Darby Road, Havertown**

**Roll Call –**

**Public Forum –**

**Approval of Minutes** from April 22, 2025

**Park Maintenance Report – May Maintenance Report**

May 2025 Maintenance Report

Completed-

- Replaced Bulbs on reserve softball field lights
- Put up a section of fence on Pennsy trail near shopping center
- Repaired fence on path at Meadows La
- Replaced accessible swing in Hilltop
- Cleared junk from Normandy house
- Repaired suspension bridge on Elwell structure
- Repaired benches in Elwell
- Filled sinkhole at Steel Field
- Got park drinking fountains up and running
- Lined Grasslyn for soccer camp
- Clean up downed limbs in Paddock (damage to pickleball fence)
- Had several dead trees removed from Darby Creek trail extension
- Remove several debris piles from Polo cleanup day
- Removed sound curtains from damaged fence in Paddock
- Cleared backup in Merry Plc sewer line
- Replaces innards of Dog Park fountain
- Repaired debris piles from Westgate and Paddock
- repaired hose connection at Reserve
- Trimmed hedges at Normandy

Scheduled

- Complete Chatham Swings
- Clean brush piles on Karakung Dr
- Prepare for Heritage Day
- Woodchip around pickleball entrance at Paddock
- Clean out wooded area in Vets (kid hangout)
- Power wash pavilions for camp season
- Finish hedge trimming

The several days of wet weather have set our grass cutting schedule behind. When this happens, we move athletic fields to priority and try to cut them first due to their more frequent use over the weekends. In this situation you may see high growth in some areas until we can return to our regular cut schedule.

**Director's Report -**

**Darby Creek** trail update – Phase 2 work update. Paving was done in March. Final paving is completed. Punch List work still to be done. Update on DEP permits for Phase 3

**Polo update** – Focus group met on May 19, Next meeting is Monday June 16, 6:30pm at Polo

**Brookline update** – Grading contract was approved at May meeting. Work expected to start in June. Bball Court demolition scheduled to be done this week. We met with Brookline Master plan group earlier this month and provided an update on schedule.

**Capital projects** – Chatham Glen swings.

**Summer Staff Orientation** – Thursday May 31. First day of camps June 23.

**Old Business.** –

**New Business**



# **Minutes of the Park and Recreation Board Meeting held on May 27, 2025 at 7:30 pm**

**Roll Call – Michelle Alvare, Rich Caroto, Paul Davit, Sebastian Gressier, Steve Laughlin, Steve Young, Chris Bobbitt**

**Public Forum – N/A**

**Approval of Minutes** from April 22, 2025, Paul Davit made a motion to approve minutes and Rich Caroto seconded it. Motion to approve minutes was unanimous 7-0.

**Park Maintenance Report –**  
May 2025 Maintenance Report  
Completed-

- Replaced Bulbs on reserve softball field lights
- Put up a section of fence on Pennsy trail near shopping center
- Repaired fence on path at Meadows La
- Replaced accessible swing in Hilltop
- Cleared junk from Normandy house
- Repaired suspension bridge on Elwell structure
- Repaired benches in Elwell
- Filled sinkhole at Steel Field
- Got park drinking fountains up and running
- Lined Grasslyn for soccer camp
- Clean up downed limbs in Paddock (damage to pickleball fence)
- Had several dead trees removed from Darby Creek trail extension
- Remove several debris piles from Polo cleanup day
- Removed sound curtains from damaged fence in Paddock
- Cleared backup in Merry Plc sewer line
- Replaces innards of Dog Park fountain
- Repaired debris piles from Westgate and Paddock
- repaired hose connection at Reserve
- Trimmed hedges at Normandy

Scheduled

- Complete Chatham Swings
- Clean brush piles on Karakung Dr
- Prepare for Heritage Day
- Woodchip around pickleball entrance at Paddock
- Clean out wooded area in Vets (kid hangout)
- Power wash pavilions for camp season
- Finish hedge trimming

The several days of wet weather have set our grass cutting schedule behind. When this happens, we move athletic fields to priority and try to cut them first due to their more frequent use over the weekends. In this situation you may see high growth in some areas until we can return to our regular cut schedule.

**Director's Report –**

**Darby Creek** trail update – Phase 2 work update. Paving was done in March. Final paving is completed. Punch List work still to be done. Update on DEP permits for Phase 3

**Polo update** – Focus group met on May 19, Next meeting is Monday June 16, 6:30pm at Polo

**Brookline update** – Grading contract was approved at May meeting. Work expected to start in June. Bball Court demolition scheduled to be done this week. We met with Brookline Master plan group earlier this month and provided an update on schedule.

**Capital projects** – Chatham Glen swings.

**Summer Staff Orientation** – Thursday May 31. First day of camps June 23.

**Old Business.** –

**New Business** –

Rich made a motion to adjourn and Steve Young seconded it.

# Haverford Township - Park and Recreation Board

Meeting: Tuesday, June 24, 2025

Time: 7:30 p.m.

Location: Room B, 1014 Darby Rd., Havertown Pa., 19083

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## Agenda

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Roll Call

Public Forum

Approval of Minutes: May 27, 2025

Park Maintenance Report:

June Park Maintenance Report

### Director's Report-

- Darby Creek trail update – Punch List work still to be done on phase 2.
- Pennsy trail update – Punch list items – Conservation district recommendations – restoration, SWM, post n rail installed by shopping center, One scheduled to be installed along Columbia.
- Polo update – Focus group met on June 16, Next meeting is Monday July 21, 6:30pm at CREC.
- Brookline update – Grading contract was approved at June meeting. Work expected to start in July
- Bball Court demolition completed, trees removed by basketball court.
- Capital projects – Westgate repairs, new memorial benches at Paddock and Bailey.
- Summer programs First day of camps June 23.

Old Business

New Business

# **Minutes of the Park and Recreation Board**

## **June 24, 2025 at 7:30 pm**

### **Township Building - 1014 Darby Road, Havertown**

**Roll Call** – Michelle Alvare, Steve Laughlin, Rich Caroto, Steve Young, Paul Davitt, Sebastien Gressier, Marc Merdinger, Chris Bobbitt,

**Public Forum** – N/A

**Approval of Minutes** from May 27, 2025. Motion to approve minutes made by Paul Davitt seconded by Chris Bobbitt. Vote was 7-0

**Park Maintenance Report** – June Maintenance Report completed-

- Moved bleachers for Karakung Little league
- Filled tire tracks with stone for Karakung LL driveway
- Cleared out kids hangout in Vets wooded area
- Repaired toilet at Grange
- Replaced water fountain in Merry Plc
- Repaired misters at Freedom playground
- Cleared brush from Karakung Dr
- Cleaned up following heritage fest
- Completed first round of hedge trimming
- Completed Chatham Instals
- Made repairs to Westgate play equipment
- Placed woodchips around the entrance of Paddock pickleball
- Filled washout in Westgate ballfield area
- Had trees removed from Brookline
- Started clean up from storms
- Installed two benches
- Installed log hoppers for CREC play area
- Set up Normandy for camp program
- Cut back brush in Grasslyn at Wood La sidewalk
- Ordered new LED light fixtures for Hilltop courts
- Started power washing pavilions.

Scheduled-

- Finish storm clean up
- Finish power washing pavilions
- Add surfacing to Paddock GaGa court
- Add surfacing to Polo play equipment
- Remove old bike rack from Steel
- Start painting projects

- Start playground repairs

#### May/June Conservation Work:

- Weeding and mulching of Llanerch Ave. privacy screen
- Planting and post-planting care of 65 trees/shrubs at Beechwood Park
- Planting and post-planting care of 105 trees/shrubs along the Darby Creek Trail @ the Bus Yard
- Planting and post-planting care of 50 shrubs along Glendale Rd. @ Raymond Dr.
- Planting and post-planting care of 10 trees/shrubs at Westgate Hills Park
- Facilitated Adopt-a-Trail tree plantings along the Southbrook Trail and Darby Creek Trail
- Weeding and native planting at Spring Rd. rain garden
- Cutting of knotweed in riparian corridors in preparation for late summer herbicide treatments
- Chipping of debris piles along Darby Creek Trail
- Volunteer Corps invasive removal efforts at Beechwood, Hillside, Darby Creek Trail, and Haverford Reserve
- Tree mapping along the Northbrook, Darby Creek Trail and Hilltop Trail.
- Canopy-raising in the CREC environs

#### Next steps:

- Continue mapping all trees planted in the last decade, prioritizing DCNR planting sites
- Chip up remaining debris piles along the Darby Creek Trail and at the CREC
- Weed all planting sites and rain gardens
- Remove plastic stabilization netting along Pennsy Trail
- Water planting sites in accordance with weather trends
- Continue invasive removal efforts utilizing Volunteer Corps and park/trail adoptees
- Advance permanent educational signage order (Powder Mill Valley, Darby Creek Trail and Pennsy Trail)

#### **Director's Report -**

**Darby Creek** trail update – Punch List work still to be done on phase 2.

**Pennsy trail update** – Punch list items – Conservation district recommendations - restoration, SWM, post n rail installed by shopping center, One scheduled to be installed along Columbia.

**Polo update** – Focus group met on June 16, Next meeting is Monday July 21, 6:30pm at CREC.

**Brookline update** – Grading contract was approved at June meeting. Work expected to start in July. Bball Court demolition completed, trees removed by basketball court.

**Capital projects** – Westgate repairs, new memorial benches at Paddock and Bailey.

**Summer programs** First day of camps June 23.

**Old Business.** –

**New Business** – Steve Young recommended putting a fence above the turf field at Reserve along the wall by parking lot.

Rich made a motion to adjourn at 8:35 pm, Marc seconded it. The motion passed unanimously.

# Haverford Township - Park and Recreation Board

Meeting: Tuesday, July 22, 2025

Time: 7:30 p.m.

Location: Room B, 1014 Darby Rd., Havertown Pa., 19083

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## Agenda

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Roll Call

Public Forum

Approval of Minutes: June 24, 2025

Park Maintenance Report:

July Park Maintenance Report

- Director's Report
- Pennsy trail update Polo update
- Brookline update
- Karakung Little League requests
- Storm damage
- Summer programs
- Fall HavaGood Times
- Haverford Township Day Saturday October 5. Theme - "A legacy of Service".
- June/July Conservation report
- Ongoing projects:
- Future steps:

Old Business.

New Business

# Haverford Township - Park and Recreation Board

Meeting: Tuesday, July 22, 2025

Time: 7:30 p.m.

Location: Room B, 1014 Darby Rd., Havertown Pa., 19083

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## Minutes

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Roll Call – Michelle Alvare, Steve Laughlin, Rich Caroto, Steve Young, Paul Davitt, Sebastien Gressier, Marc Merdinger, Chris Bobbitt, Melissa Raffel

Public Forum – N/A

Approval of Minutes from June 24, 2025. Motion to approve minutes made by Chris Bobbitt seconded by Mark Merdinger. Vote was 9-0

Park Maintenance Report – July Maintenance Report

July 2025 Maintenance report

Completed-

Prepped fields for Hilltop Iron man Tournament

Started play equipment repairs

Replaced decks on Westgate play equipment

Cleaned up several downed limbs from storms

Finished power washing pavilions

Repaired toilet at Merry Plc

Removed graffiti from Merwood buildings

Painted Merwood buildings

Repaired benches in Merwood

Repaired benches in Steel

Filled sinkhole in Steel

Repaired fountain at Reserve

Removed poison ivy from court area in Bailey

Removed wasp nest from Grange play area

Repaired sink in Hilltop restroom

New nets on Merwood b-ball courts

Repaired broken swing in Paddock

Repaired toilet in Vets

Repaired toilet Reserve restroom

Replaced bulbs in Merry Plc & merwood restrooms

Removed wasp nest in Vets pavilion

Scheduled-

Shed painting and repairs

Prep for Fall sports, Goalpost and field lining

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Next round of hedge trimming  
Continue storm clean up  
Start installs of play equipment

#### June/July Conservation report

Post-planting care of spring plantings (weeding, mulching, fencing, weather-wise watering, etc.), especially Pennsy Trail planter boxes, bus-yard end of Darby Creek Trail, Raymond Drive riparian buffer, Westgate Memorial native nook, Spring Rd. rain garden, and Beechwood Park riparian buffers

Outdoor maintenance of the CREC environs (weeding, pruning, brush-cutting, trail maintenance, etc.)

Invasive removal in riparian forested buffers, Preston native nook, and pollinator gardens

Vine removal and pruning along Foster Tract perimeter

Facilitation of four Adopt-a-Trail trail maintenance and invasive species removal volunteer events (Pennsy Trail, Darby Creek Trail and Southbrook Trail)

Volunteer Corps invasive removal efforts at Grange Trail and Darby Creek Trail

Continued tree mapping along the Northbrook and Darby Creek Trail

Supplemental nature-based camp instruction at Merry Place and CREC

#### Ongoing projects:

Mapping of all trees planted in the last decade, prioritizing DCNR planting sites

Weeding of all planting sites, rain gardens and CREC environs

Chipping of remaining debris piles along the Darby Creek Trail and at the CREC

Distribution of remaining mulch pile at YMCA trailhead to trees along Pennsy Trail

Watering of plantings in accordance with weather trends

Continued invasive removal efforts utilizing Volunteer Corps and park/trail adoptees

#### Future steps:

Site preparation for fall restoration projects

Planning and implementation of late-summer, early-fall herbicide applications

#### Director's Report –

Pennsy trail update – Punch list items – Conservation district recommendations - restoration, SWM, post n rail installed by shopping center, and one at the intersection of Rodman and Llanerch.

Polo update –Results of Focus group meetings

Brookline update – Grading contract was approved at June meeting. Work expected to start in July.

Bball Court demolition completed, trees removed by basketball court.

Karakung Little League requests – Move stands, widen drive.

Storm damage – Still cleaning up from summer storms.



Clearing debris and limbs down in parks and along trails.

Summer programs Most camps end on August 1.

Fall HavaGood Times – Combined with Township newsletter. Available first week in September.

Haverford Township Day Saturday October 5. Theme - “A legacy of Service”.  
Celebrating Manoa Fire Co 100th anniversary. Mike Norman Grand Marshal

Old Business. – N/A

New Business – N/A

Rich made a motion to adjourn at 8:35 pm, Sebastien seconded it. The motion passed unanimously.

# Haverford Township - Park and Recreation Board

Meeting: Tuesday, August 26, 2025

Time: 7:30 p.m.

Location: Room B, 1014 Darby Rd., Havertown Pa., 19083

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## Agenda

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Roll Call

Public Forum

Approval of Minutes: July 22, 2025

- Park Maintenance Report:
  - July Park Maintenance Report
- Director's Report
- Polo update
- Brookline update
- Summer programs
- Fall HavaGood Times
- Haverford Township Day
- Parks & Recs Budget
- September Commissioners Meeting Agenda
- July/August Conservation report
- Ongoing projects:
- Future steps:

Old Business.

New Business

# **Minutes of the Park and Recreation Board**

## **August 26, 2025 at 7:30 pm**

### **Township Building - 1014 Darby Road, Havertown**

**Roll Call** – Michelle Alvare, Steve Laughlin, Rich Caroto, Steve Young, Paul Davitt, Sebastien Gressier, Chris Bobbitt, Melissa Raffel

#### **Public Forum – Jay Field & Chris Gorski – Haverford Township Little League**

Jay and Chris asked for the Township to consider building a two lane road into the Karakung LL complex to replace the one lane road that is currently there. The purpose is to make ingress and egress easier and safer for automobiles and pedestrians. They remarked that the traffic on Karakung Drive is an issue because it is moving too fast, They gave the board engineered

**Approval of Minutes** from July 22, 2025. Motion to approve minutes made by Sebastian Gressier seconded by Chris Bobbitt Vote was 8-0

#### **Park Maintenance Report – Maintenance Report August 2025**

Completed-

- Lined Reserve turf for field hockey
- Cleaned up from Life be in it Day
- Continued storm clean up
- Installed football goalpost
- Started lining fields for fall sports
- Programed locks for Westgate Pickle ball
- Repaired toilet in Reserve restroom
- Painted over graffiti on Merwood shack
- Started swing repairs and maintenance
- Replaced broken fountain head in Paddock
- Removed graffiti in Vets pavilion
- Repaired toilet in Westgate restroom
- Repaired water fountain at Reserve
- Repaired Pennsy trail sign
- Repaired fountain in Merry Plc
- Had trees elevated in Llanerch Park
- Cleared growth from steps in Llanerch Park
- Replaced wood on table in Merwood
- Started hedge trimming
- Assembled and placed new bike racks in parks-
  - Polo
  - Steel
  - Vets
  - Paddock
  - Merwood

Scheduled-

- Complete lining fields

- Prep fields for fall softball and baseball
- Finish 2<sup>nd</sup> round of hedges
- Start installing remaining play equipment
- Inventory and update park signage (All Parks)

#### **Director's Report –**

**Pennsy trail update** – Punch list items – Conservation district recommendations - restoration of SWM swale and area where big tree fell in June. Woodchips at Vernon Road and Langhorne Ave.

**Polo update** –Results of Focus group meetings

**Brookline update** – Grading work is scheduled to begin this week, Site was surveyed by contractor last week. Grading, playground installation and basketball court scheduled to be completed this Fall. Work includes pathways, seat wall and a rain garden along Kenmore Ave.

**Summer programs** completed last week. It was a successful summer.

**Fall HavaGood Times** –. Available first week in September.

**Haverford Township Day** Saturday October 5. Theme - “A Legacy of Service”. Celebrating Manoa Fire Co 100<sup>th</sup> anniversary. Mike Norman Grand Marshal

**Parks and Rec Budget** – Present a draft of our budget request at September meeting

**September Commissioners Meeting Agenda** – Polo Equipment

#### **July/August Conservation Work:**

- Post-planting care of spring plantings (weeding, mulching, fencing, weather-wise watering, etc.), especially bus-yard end of Darby Creek Trail, Raymond Drive riparian buffer, Westgate park, and Beechwood Park riparian buffers
- Outdoor maintenance of the CREC environs, especially the parking lot, CREC terrace, and retention basin (weeding, pruning, brush-cutting, trail maintenance, etc.)
- Invasive removal in riparian forested buffers, especially Darby Creek Trail and Thompson Nature Park
- Trail maintenance at Haverford Reserve, Karakung Trail, Westgate Trail and Darby Creek Trail
- Wildflower planting at Oakmont Shopping Center parking lot rain garden
- Facilitation of three Adopt-a-Trail trail maintenance and invasive species removal volunteer events (Darby Creek Trail, Southbrook Trail and Cobbs Creek Park)
- Volunteer Corps invasive removal efforts at Gest Tract, Darby Creek Trail, Haverford Reserve, Karakung Drive, and Jack McDonald Field
- Completed tree mapping along the Northbrook, Darby Creek Trail, and Thompson Nature Park for DCNR grant
- Supplemental nature-based camp instruction at Normandy Park, Haverford Reserve, and Merry Place

**Ongoing projects:**

Mapping of Cobbs Creek DCNR plantings

- Continued weeding of all planting sites, especially rain gardens, Darby Creek Trail, Beechwood Park and Thompson
- Mulch and topsoil distribution along Pennsy Trail, including seeding and other maintenance activities
- Watering of plantings in accordance with weather trends
- Chipping of remaining debris piles along the Darby Creek Trail and at the CREC
- Continued invasive removal efforts utilizing Volunteer Corps and park/trail adoptees

**Future steps:**

- Site preparation for fall restoration projects
- Late-summer, early-fall herbicide applications

**Motions**

Chris Bobbit made a motion about Polo improvements, The motion is “The Board of Commissioners strongly consider using the Polo improvement funds to install a pavilion at Polo Field.”

Rich Caroto seconded it. The motion passed unanimously 8-0.

Rich Caroto made a motion and. The motion is; The Board of Commissioners consider the proposal from Haverford Township Little league to widen the entrance to Karakung LL fields to improve safety and traffic flow. Melissa Raffel seconded it. The motion passed unanimously 8-0

**Old Business.** – N/A

**New Business** – N/A

Rich Caroto made a motion to adjourn at 8:35 pm, Steve Young seconded it.  
The motion passed unanimously.

# Haverford Township - Park and Recreation Board

Meeting: Tuesday, September 30, 2025

Time: 7:30 p.m.

Location: Room B, 1014 Darby Rd., Havertown Pa., 19083

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## Agenda

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Roll Call

Public Forum –

Approval of Minutes from August 26, 2025

Park Maintenance Report

September Maintenance Report

Director's Report –

Pennsy trail update – Punch list items – Stabilization work and NPDES permit closeout.

Polo update – Rescheduled our September meeting until October 9. Review landscape architects plans and placements for play equipment and seating. Work to begin on SWM and driveway resurfacing in October.

Brookline update – Installation of play equipment has started big composite is in the ground. This phase includes playground installation, basketball court and rain garden and is scheduled to be completed this Fall.

Haverford Township Day Saturday October 4. Theme – “A Legacy of Service”.

Celebrating Manoa Fire Co 100th anniversary. Mike Norman Grand Marshal, Joe Hagan

Nominations for Legacy of Service. 140 crafters and flea market vendors, 15 food vendors, music on 3 stages, magicians, jugglers, face painting, kids rides and more.

Parks and Rec Budget – Review Operating and Capital budget requests

October Commissioners Meeting Agenda – \$30,000 check presentation from Friends of Haverford Trails to Darby Creek trail extension Phase 3 at October 14 meeting.

Old Business

New Business

# Haverford Township - Park and Recreation Board

Meeting: Tuesday, September 30, 2025

Time: 7:30 p.m.

Location: Room B, 1014 Darby Rd., Havertown Pa., 19083

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## Minutes

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Roll Call - Michelle Alvare, Steve Laughlin, Rich Caroto, Steve Young, Marc Merdinger, Sebastien Gressier, Chris Bobbitt, Melissa Raffel

Public Forum – N/A

Approval of Minutes from August 26, 2025. Motion to approve minutes made by Rich Caroto seconded by Chris Bobbitt Vote was 8-0

### Park Maintenance Report – Maintenance Report September 2025

#### September Maintenance Report

##### Completed-

- Lined fields for fall sports
- Continue inspection repairs on swings
- Removed graffiti from Bailey Park bridge
- Installed two memorial benches Karakung, Westgate
- Started park inventory
- Repaired fence along path at Meadows La
- Set timed locks for pickleball in Grange & Westgate
- Installed tire swing at Vet's
- Added play surfacing to Vets playground
- Cleaned growth from drainage ditch in Grasslyn
- Delivered Brookline play equipment
- Received the remaining Brookline play equipment
- Cut back growth along Railroad Ave (Polo Field)
- Cleaned up brush in Merion Gulf Manor (Pine Valley Rd/Merwood)
- Installed goalpost in Grange
- Cleaned up CREC deck debris
- Made and installed Darby Creek Train sign (Jack McDonald Field)
- Removed graffiti from Preston equipment
- Prepare for Township Day

##### Scheduled -

- Complete Park inventory
- Township Day clean up
- Complete inspection repairs
- Clear fence line in Brookline Park

- Deliver remaining equipment for Brookline
- Refresh play surfacing in Parks
- Remove some old equipment from Preston
- Install new sign for History of Merry Plc
- Remove old fencing from Darby Creek trail at Glendale Rd

## September conservation report

This month, the team and I have worked on the following (just want to note, Philip and Kyle did a number of other tasks, but I don't have that information on hand):

- Updating our expenditure sheet with the most accurate information (hours, purchases, etc.)
- Transferring the data to DCNR's expenditure sheet that they would like us to use for submission
- Working to schedule our final walkthrough with the State Forester
- Confirming we have all invoices, check numbers, and necessary information to close out the grant
- Creation of a list of brush and tool piles at sites (working to remove tool piles as we go)
- Did work in Thompson Nature and Northbrook
- Visited the Disc Golf course planting site
- Ordered trees, fencing, and materials for all three plantings we have this fall (the replacement trees for DCNR, Disc Golf, and Jack McDonald)
- Working to get quote from Weeds, Inc. for a final spray for the DCNR grant
- Pennsy Trail watering
- Rain garden weeding

## Director's Report –

Pennsy trail update – Punch list items – Stabilization work and NPDES permit closeout.

## Polo update –

Rescheduled our September meeting until October 9. Review landscape architects plans and placements for play equipment and seating. Work to begin on SWM and driveway resurfacing in October.

## Brookline update –

Installation of play equipment has started big composite is in the ground. This phase includes playground installation, basketball court and rain garden and is scheduled to be completed this Fall.

## Haverford Township Day Saturday October 4. Theme –

“A Legacy of Service”.

Celebrating Manoa Fire Co 100th anniversary. Mike Norman Grand Marshal, Joe Hagan

Nominations for Legacy of Service. 140 crafters and flea market vendors, 15 food vendors, music on 3 stages, magicians, jugglers, face painting, kids rides and more.

## Parks and Rec Budget –

Review Operating and Capital budget requests

October Commissioners Meeting Agenda – \$30,000 check presentation from Friends of Haverford Trails to Darby Creek trail extension Phase 3 at October 14 meeting.



Old Business. – N/A

New Business – N/A

Chris made a motion to adjourn at 8:40 pm, Rich Caroto seconded it.  
The motion passed unanimously.

# Haverford Township - Park and Recreation Board

Meeting: Tuesday, October 28, 2025

Time: 7:30 p.m.

Location: Room B, 1014 Darby Rd., Havertown Pa., 19083

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## Agenda

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Roll Call

Public Forum –

Approval of Minutes from September 30, 2025

Park Maintenance Report

October Maintenance Report

Conservation team report

Director's Report -

Pennsy trail update

Polo update

Brookline update

Haverford Township Day

CREC

November Commissioners Meeting Agenda

December Meeting??

Old Business

New Business

# **Minutes of the Park and Recreation Board held on October 28, 2025 at 7:30 pm**

**Roll Call** – Michelle Alvare, Steve Laughlin, Rich Caroto, Steve Young, Melissa Raffel, Marc Merdinger, Sebastien Gressier, Chris Bobbitt, Paul Davitt

**Public Forum – Lynn Elliott - Polo Road** – Lynn spoke about the Polo improvements and recommendations of the Park Board for a pavilion to be included in the improvements. She requested that no decisions be made on improvements until the community has a chance to hear the Polo focus group recommendations and give feedback. Brian Barrett confirmed that no decisions would be made before the neighborhood meeting for 5<sup>th</sup> ward residents. Meeting scheduled for early December.

**David Chanin** – Rugby Road - David said he agreed with Lynn's request to wait for community input before any spending decisions are made.

**Kathy Case** – County Line Road – Kathy also got up to support Lynn's request for more time for the community to weigh in on the Polo Focus group recommendations. She also remarked about the overuse of the athletic fields.

**Doreen Saar** – Rugby Road – Doreen is the Secretary of the Brynford Civic Assn. Doreen recommended that more trees be planted at Polo Field. She suggested that the pavilion footprint would mean less room to plant trees.

**Approval of Minutes** from October 28, 2025. Motion to approve by Melissa Raffel seconded by Chris Bobbitt.  
Vote was unanimous 9-0.

## **Park Maintenance Report**

October 2025 Maintenance Report

Completed-

- Removed old fencing from Merry PLC
- Removed fencing in Johnson Tract
- Removed Twp Day Banners
- Pulled play equipment from Preston & Polo
- Started installing new equipment in Preston
- Cut back growth on Railroad Ave side of Polo
- Repaired fence on Meadows trail
- Completed park inventory
- Started clearing Fenceline of growth in Brookline
- Programed locks for Movie nights
- Finished Swing maintenance and repairs
- New flag in Grange
- Installed two benches Reserve and Westgate
- Pulled bike rack from Steel (softball side)
- Started play surfacing

Scheduled-

- Continue surfacing in play areas
- Finish Preston install
- Start Polo installation

- Aerate and overseed fields
- Pick up trees for Fall plantings
- Winterize restrooms and fountains
- Winterize Shacks
- Remove goalpost
- Start leaf collection in parks
- Install new sign for Merry Plc
- Remove flags from parks for winter

### **Conservation team report**

#### October Conservation Work:

- Post-planting care of spring plantings (weeding, mulching, fencing, watering, etc.), especially at Darby Creek Trail, Westgate park, and Beechwood Park
- Outdoor maintenance of the CREC environs (weeding, pruning, brush-cutting, trail maintenance, etc.)
- Invasive removal in riparian forested buffers, especially Darby Creek Trail and Thompson Nature Park
- Planter box maintenance at Preston & Polo
- Volunteer Corps invasive removal efforts at Haverford Reserve, Karakung Drive, Beechwood Park, and Merry Place
- Clean-up of supply stockpiles in parks
- Continued tree mapping along Karakung corridor
- Began planting of 200 DCNR replacement trees in RFBs
- Led one religious group and five private school volunteer days (9 a.m. - noon), implementing stewardship at the Reserve and Merry Place
- Coordinated the rerouting of Hole 18 w/ disc golf volunteers
- Placed orders for fall plantings
- Contracted spraying of Raymond Dr. and seeding with native wildflowers & grasses

### **Director's Report -**

**Pennsy trail update** – Punch list items – Stabilization work and NPDES permit closeout.

**Polo update** – Play equipment ordered and delivered, fitness equipment to be delivered mid November. Decisions still to be made on Landscape Architect's proposal and seating and other amenities.

**Brookline update** – Play equipment is installed. Poured in place surfacing to be installed this week, basketball court and rain garden are scheduled to be completed in November. If all goes to plan we will have a ribbon cutting late November or early December.

**Haverford Township Day** Saturday October 4. Recap great weather and large crowds. Legacy of Service award winners.

**CREC** repairs deck and water heater.

**November Commissioners Meeting Agenda** – Water heater for CREC, Resolution for Peco Grant, Pitchers' mound at Reserve

**Melissa Raffel** made a motion to cancel the December Park Board meeting. Chris Bobbitt seconded it. Motion passed 9-0.

**Old Business.** – N/A

**New Business** – N/A

**Sebastien Gressier** made a motion to adjourn Rich Caroto seconded it.  
Meeting adjourned at 8:45pm.

# Haverford Township - Park and Recreation Board

Meeting: Tuesday, November 25, 2025

Time: 7:30 p.m.

Location: Room B, 1014 Darby Rd., Havertown Pa., 19083

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## Agenda

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Roll Call

Public Forum –

Approval of Minutes from October 28, 2025

Park Maintenance Report

November 2025 Maintenance Report

Conservation team report

November Conservation Work:

- Ongoing projects
- Future steps

Director's Report

- Pennsy trail update
- Polo update
- Brookline update
- Darby Creek trail  
December Commissioners Meeting Agenda
- December Meeting is cancelled. Our next meeting is Tuesday, January 27.

Old Business

New Business