

EAST GOSHEN TOWNSHIP BOARD OF SUPERVISORS
ANNUAL PLANNING SESSION
JANUARY 13, 2007

The East Goshen Township Board of Supervisors and other ABC members met Saturday, January 13, 2007, at 7:45 AM, at the East Goshen Township Building for the Annual Planning Session. Board of Supervisors Chairman Don McConathy, Vice Chairman Carmen R. Battavio, Supervisors Martin Shane, Joseph McDonough and Thom Clapper and Township Manager Rick Smith, Director of Public Works Mark Miller and Director of Recreation Frank Vattalino were also present.

Chairman Don McConathy welcomed those in attendance at 8:00 AM.

CONSERVANCY BOARD

Conservancy Board members in attendance were Ginny Newlin, Jane Fava and Walter Wujick. Walter presented the Conservancy Boards goals for 2007 that are as follows.

1. Apply for Growing Greener Grant to continue Chester Creek stream bank restoration
2. Continue riparian plantings along Ridley and Chester Creeks
3. Continue buffer plantings along the Ridley Creek on East Boot Road. Work with the Board of supervisors to obtain sufficient funds to complete the task
4. Remove invasive species in Township wetlands.
5. Call for good environmental practices through articles in Township newsletter.

HISTORICAL COMMISSION

Historical Commission members in attendance were Linda Gordon, Kathryn Yahraes, Monica Close, Ben Rohrbeck, and Eileen Carmody. Linda Gordon presented the Historic Commission accomplishments for 2006 and the goals for 2007 that are as follows.

2006 ACCOMPLISHMENTS

IMMEDIATE GOALS

1. Review the Historic Preservation Ordinance and recommend changes to the Board of Supervisors.
 - A. Reviewed and made suggestions to the BOS.
 - B. Revisions passed by the BOS on 10-17-06
 - C. Followed the procedure identified in the Historic Preservation Ordinance for doing HRIS (Historic Resource Impact Studies).
 - D. Worked with various developers who needed to follow the ordinance
2. Create an awareness of the roles, responsibilities, duties and contributions of the Historical Commission.

- A. Increased communication to BOS, ABC's and Township Residents of the HC Activities
 - B. Utilized public gatherings such as Living History Days and 4th of July to promote the Commission.
3. Begin work on the County GIS Historical Project for East Goshen Township with the assistance of the County Historic Preservation Officer.
 - A. Not much was done on this. Project will be a multi-year project.
 - B. Moved to 2007 Goals
 4. Prepare a brochure to highlight the historical aspects of Goshenville and distribute it as a learning tool.
 - A. Moved to 2007 Goals
 5. Work with designated Township staff on developing an historical section on the website.
 - A. Did minimal research other Township websites for ideas.
 - B. Maintained ongoing list of ideas for website use.
 - C. Because of changes in Township vendor support and updating the site, Township Staff and Volunteers not ready to do this.
 - D. Moved to 2007 Goals.

LONG-TERM GOALS

1. Develop a recorded history of the Township.
 - A. Wrote both a longer and a shorter history to be used as handouts as well as on the Township website.
 - B. Began to gather photographs for a published "pictorial" history ("Images of America" Book).
2. Develop a Living History Program.
 - A. Research what's been done by other townships or groups for additional "how to" ideas.
 - B. Contacted the West Chester Area School District (WCASD) regarding video-taping and audio-taping living histories.
 - C. Video-taped three Oral Histories.
 - D. Maintain a library of these Living Histories.
 - E. Three Commission members attended an Oral History Workshop held by the Chester County Historical Society in November.
3. Work with the West Chester Area School District by serving as a resource for the "Graduation Project" requirement.
 - A. Only preliminary information was gathered. Developed a list of potential projects for students. The permanent faculty member at East H. S. responsible for the program was on Sabbatical.
 - B. We will work with him in Spring of 2007 so incoming students in the fall of 2007 are able to work with us.

4. Investigate designs and develop requirements for plaques to be made available to local historical houses.
 - A. Gathered information previously done.
 - B. Moved to 2007 Goals.

5. Involve residents in the process of nominating the Rocky Hill Historic District for inclusion on the National Register of Historic Places.
 - A. Discovered that DOE (Determination of Eligibility) for the PHMC needs to be updated since original submission was in 1989. Will follow procedure for updating information and will resubmit our application providing majority of status quo has been maintained.
 - B. Secured firm to assist us with nomination.

6. Develop a 10-year implementation timeline of the Action Plan for the Historic Commission as identified in Chapter 10 of the Township's Comprehensive Plan.
 - A. Minimum of work done on this.
 - B. Moved to 2007 goals

ONGOING GOALS

1. Continue to prioritize, select and complete the chain of title and do comprehensive research of the property owners for the entries on the Inventory of Historic Resources.
 - A. Volunteer Ed Lendrat completed 40 additional properties bringing the total to 66 of 96 properties. Will complete in 2007.
 - B. Two additional volunteers to do research were recruited but dropped activity due to medical reasons.
 - C. Additional volunteers still needed to research the families of the properties.
 - E. Developed a checklist to keep track of research progress.

2. Continue to develop a strong volunteer program beyond the Commission members that will provide more staff to help with events and special projects.
 - A. Developed a recruitment plan.
 - B. Utilized the Volunteer Information Sheet for recruitment purposes at all activities including Living History Days, Plank House and Blacksmith Shop open days.
 - C. Recruited two additional volunteers to serve on the Commission to fill vacancies. Two new regular volunteers recruited for weekend Plank House "duty". Several new volunteers assisted with the Living History Days.
 - D. Initiated a file of "on call" volunteers for future activities.
 - E. Written job descriptions for various volunteer positions moved to 2007 Goals.

3. Promote our Township in the community through participation in historic-related events and activities.
 - A. Held two Living History Days (June 3 and September 16). September LHD now an annual event.
 - B. Looked into participation in the County-wide Village Walk and Town Tour program for the Rocky Hill Historic District. Logistics was a problem. Researched alternate sites. Moved to a future date.
 - C. Actively looked for other opportunities to participate as time allows including Regional Competition for National History Day. The HC was singled out for providing 10 volunteers to serve either as judges or display personnel.

4. Provide articles for every Township newsletter.
 - A. Commission members wrote articles for every Township newsletter.
 - B. Maintained an ongoing list of ideas for articles.

5. Promote historic activities and information through the media.
 - A. Identify and maintained a list of potential newspaper articles.
 - B. Still must develop a promotion calendar.
 - C. Sent news releases to the print media. Need better response from the media about printing articles.

6. Continue to work with other ABC's in regard to local historic events and programs.
 - A. Worked with Park & Recreation to offer lecture for Battle of the Clouds as part of the Living History Day in the Fall.
 - B. Involved Park and Recreation and Conservancy Board in the two Living History Days.

7. Continue to work more closely with other historic groups such as the Chester County Historical Society (CCHS),
Chester County Historical Preservation Network (CCHPN) and others.
 - A. CCHS – used “trunk” for Living History Days, Worked out consignment agreement to sell “Land O’ Goshen books at Township and Plank House (250 books sold since May), CCHS posts our activities on it’s bulletin boards, participated in the Oral History Workshop.
 - B. Maintained membership in CCHPN (Chester County Historical Preservation Network). Attended their meetings, Spring Conference and lectures.
 - C. Founded a “Regional Historical Group” and held two meetings. A total of 24 people participate.
 - D. Hosted the County’s four-night county-wide training for municipal Historical Commission members. Participants numbered 45.

8. Participate in the Adopt-A-Highway program

- A. Completed application and participated in the State Run Program. Cleaned up Route 352 from Manley Road to Paoli Pike twice.
- B. Participated in the Keep EGT Beautiful Day on April 8. Had 100% participation.

2007 GOALS AND OBJECTIVES

IMMEDIATE GOALS

- 1. Begin work on the County GIS Historical Project for East Goshen Township with the assistance of the County Historic Preservation Officer.
- 2. Prepare a brochure to highlight the historical aspects of Goshenville and distribute it as a learning tool.
- 3. Work with designated Township staff on developing an historical section on the website.

LONG-TERM GOALS

- 6. Develop a recorded history of the Township for print and the Township web site.
- 7. Enhance the Oral History Program.
- 8. Continue to work with the West Chester Area School District by serving as a resource for the “Graduation Project” requirement.
- 9. Investigate designs and develop requirements for plaques to be made available to local historical houses.
- 10. Involve residents in the process of nominating the Rocky Hill Historic District for inclusion on the National Register of Historic Places.
- 11. Develop a 10-year implementation timeline of the Action Plan for the Historic Commission as identified in Chapter 10 of the Township’s Comprehensive Plan.

ONGOING HISTORICAL COMMISSION RESPONSIBILITIES AND ACTIVITIES

- 9. Maintain an awareness of the roles, responsibilities, duties and contributions of the Historical Commission.
- 10. Continue to prioritize, select and complete the chain of title and do comprehensive research of the property owners for the entries on the Inventory of Historic Resources.
- 11. Continue to review the Historic Preservation Ordinance and recommend changes to the Board of Supervisors.

12. Continue to develop a strong volunteer program beyond the Commission members that will provide more staff to help with events and special projects.
13. Promote our Township in the community through participation in historic-related events and activities.
14. Provide articles for every Township newsletter.
15. Promote historic activities and information through the media.
16. Continue to work with other ABC's in regard to local historic events and programs.
17. Continue to work more closely with other historic groups such as the Chester County Historical Society (CCHS), Chester County Historical Preservation Network (CCHPN), the Regional Historic Committee and others.
18. Participate in the Adopt-A-Highway Program.
19. Investigate sources for grant money and implement if possible.

MUNICIPAL AUTHORITY

Municipal Authority members in attendance were Jack Yahraes, Francis Beck, and Kevin Cummings. Kevin Cummings presented the Authority's goals for 2007 that are as follows:

ON-GOING

1. Submit an article for each newsletter.
 - a. Need by 2/9/07
 - b. Need by 5/11/07
 - c. Need by 8/10/07
 - d. Need by 11/9/07
2. Attend West Goshen Meetings quarterly – more often if needed.
 - a. 1st Quarter (March)
 - b. 2nd Quarter (June)
 - c. 3rd Quarter (October)
 - d. 4th Quarter (December)
3. Respond to capacity requests in 45 days or less.
4. Aggressively seek out and correct inflow and infiltration and not have any days where the flow exceeds 500,000 GPD at RCSTP.

SPECIAL

1. Approve how much additional sewer capacity is required for the Township. (February mtg.)

- a. Homes in the township with on-lot systems
 - b. Vacant land
 - c. Hershey's Mill Village
2. Approve peaking factor for RCSTP. (March mtg.)
3. Decide where and most economical means additional sewer capacity can be met. (March mtg.)
 - a. RCSTP
 - b. Westtown
 - c. West Chester
4. Determine the most cost effective treatment method (if applicable) to meet additional sewer capacity if RCSTP is expanded. (April mtg.)
5. Submit Act 537 Plan revisions (if applicable) to meet increased flows. (June mtg.)
6. Develop and approve bid specifications to meet capacity needs. (August mtg.)
7. Bid projects necessary to meet capacity needs (To be determined)

PLANNING COMMISSION

Planning Commission members in attendance were Peter Mylonas, Susan Carty, Senya Isayeff, Megann Hedgecock and Jim McRee. Peter Mylonas noted that the Winter 2006 Township Newsletter contained an article listing the Planning Commission's activities for 2006 and presented the Commission's goals for 2007 that are as follows.

1. **COMPREHENSIVE PLAN ACTION ITEMS:** Assign individual PC members to be the designated leads for various Comp. Plan action items, with immediate/high priority, including but not limited to:
 - A. Establishing a shared parking strategy to reduce the number of total parking spaces required for adjacent commercial and noncommercial uses;
 - B. Re-examine existing minimum parking requirements and apply current parking generation data to reduce the quantity of parking otherwise required;
 - C. Encourage alternative paving of parking areas to include use of porous paving systems;
 - D. Review (with Conservancy Board) landscaping regulations to provide greater flexibility in design and improvement of nonconforming and combined sites;
 - E. Consider permitting an increase in structure height in commercial districts to reduce impervious coverage and increase open space;
 - F. Review Zoning Ordinances to identify any incompatible land uses along borders between zoning districts and adopt revisions, as needed;
 - G. Encourage use of clustering for new development of vacant land to provide a density bonus for increased open space and to ensure common open space includes natural resources that connect to form natural corridors for wildlife habitats;

- H. Revise Subdivision & Land Dev. Ordinance to include location & size of any serpentine outcroppings;
- I. Review (with Conservancy Board) Subdivision & Land Dev. Ordinances to promote use of native plants and prohibit invasive species;
- J. Review (with Conservancy Board) Subdivision & Land Dev. Ordinance Definitions section;
- K. Review (with Conservancy Board) specifications for a Tree Protection Zone (TPZ).

2. RECOMMENDATIONS TO BOS: Selectively review Township Ordinances & make recommendations to BOS of proposed changes which address current issues and concerns.

3. EXPEDITE APPLICATIONS THROUGH TRACKING LOG: Develop methods to expedite applications through tracking log more efficiently to discourage acceptance of incomplete applications.

4. ESTABLISH OPERATING GUIDELINE WITH TOWNSHIP STAFF: Develop plan for weekly e-mail updates from Zoning Officer to PC chair/co-chair to facilitate in-depth/current developments with new/pending applicants in preparation for monthly meetings & workshops.

5. ENCOURAGE/FACILITATE INPUT IN DRAFTING MOTIONS: Facilitate review & embellishment of proposed draft motions, from Zoning Officer, with input from assigned PC lead and other PC members.

6. EDUCATIONAL SEMINARS WITH TOWNSHIP SOLICITOR: Conduct two (2) educational seminars with the Township Solicitor on selected hot-topic zoning issues.

7. CONTINUING EDUCATION: PC members shall attend at least one workshop or seminar during the calendar year, with any new PC members attending the “New Planning Commission Member Session,” which is typically sponsored by the Chester County Planning Commission.

PARK & RECREATION BOARD

Park and Recreation Board members present were Anne Marie Moore, Phyllis Marron, and Robert Huebner. Ann Marie reviewed the Park and Rec Board accomplishments for 2006 and the 2007 Goals which are as follow:

Accomplishments for 2006

- 1. Solicitation of funds from local businesses for Park & Recreation activities.
- 2. Planned and executed a very successful July 4th Community Day.

3. Updated the inventory of the Parklands and Open Space with Mark's GPS system.
4. Maintained all Parklands and Open Spaces.
5. Preserved a section of Reservoir Road Park/Open Space as "long grass" and will continue this project for at least three years.
6. Paired with the Conservancy Board in mowing of the Open Space on Reservoir Road and other Park areas.
7. Hosted a successful Pumpkin Festival, Spring Festival (Egg Hunt), and fall yard sale for the community.
8. Offered successful programs for all age groups. These programs paid for themselves, except the Summer Program for the children.
9. Public Works department planted a total of 30 trees throughout Marydell, Applebrook, and the main East Goshen Park.
10. A new sign was built at the entrance the main East Goshen Park complete with lightening, landscaping, and flag poles
11. Complete construction on the new bathrooms.
12. A new aerator was installed at the Pin Oaks Pond.
13. Approximately, one mile of additional walkways/trails were installed in the Applebrook Park.
14. Installed new tot lot equipment.

2006 Awards and Acknowledgements:

1. "Best of the Main Line" award for the best family park in the Main Line and surrounds Chester County suburbs.
2. Third place award for the best booth at the "Best of the Main Line" QVC celebration.
3. "Best of Philly Award" for the best children's park presented by The Philadelphia magazine
4. We are one of two PA communities to be recognized by the National Parks and Recreation Association "Stepping up to Health" to make residents more aware of physical activity. There are only 38 communities recognized nationwide.

Goals for 2007

Immediate Goals

1. Solicit additional funds from local businesses for Park and Recreation activities.
2. Continue to offer relevant programs for all ages.
3. Continue to improve and update our communications services-including the website, the newsletter, & the permits.
4. Complete construction on the new bathrooms in the East Goshen township park.

Long Range Goals

1. Maintain and update an inventory of the Parklands and Open Space.
2. Plan and execute our annual Community Day in the Park.
3. Plan to construct a “staging area” for the Township Park for events such as the Community Day.
4. Incorporate goals and objectives suggested in the Comprehensive Plan.
5. Have all programs pay for themselves. Fees for the Summer Camp program have been increased to offset Township expenses.
6. Continue to pursue grants relevant to parks, open space and recreational activities.
7. Plan to construct a pavilion.

BOARD OF SUPERVISORS

Senya Isayeff reported that things were quiet at the West Chester Regional Planning Commission for the year.

Thom Clapper stated that the West Chester Area Council of Governments had prepared the agreement with Verizon to provide Cable TV service to the municipalities that make up the WCACOG.

Carmen Battavio reported that things were running smoothly at the Westtown East Goshen Police Department.

Don McConathy reported that the Township was in good shape financially that the financial picture for the next few years looked good, and that the web page was being upgraded. Jim McRee suggested that the Township set up an e-mail notification process. He also announced that the Annual Keep East Goshen Beautiful Day would be Saturday, April 14, 2007.

The meeting ended at 10:20 AM.

Respectfully submitted: _____
Louis F. Smith, Jr. Township Manager