



COMPREHENSIVE PARK, RECREATION, OPEN SPACE, TRAIL & GREENWAY PLAN
Minutes for September 9, 2024 Study Committee Meeting

The meeting was opened at 7:00 p.m. by P&R Director Dudley Rice, the Project Coordinator. Township Supervisor Kevin Morrissey, Liaison to the Committee, provided some brief opening comments.

The members present at the meeting are listed below and each gave some brief background remarks by way of introductions going around the table.

Dudley Rice, CPRP, CPSI – Director of Parks & Rec / Project Coordinator
Kevin Morrissey – Solebury Township Supervisor Liaison
Dr. Amanda Benolken – New Hope Solebury School District
John J. DeAndrea – Solebury Township Planning Commission
Dan Dupont – Chair, Board of Parks & Recreation
Jeanne Litwin – Solebury Township Environmental Advisory Council
Adrian Max – Bucks County Audubon Society / At Large Member
Joseph Tartaglia – Solebury Township Land Preservation Committee

Member Paul Klug – Bucks County Blue Zones Initiative / At Large Member, was out of town and not able to attend.

Dudley Rice next reviewed and explained the Project Checklist, DCNR Grant Administration Process and answered questions from the members.

DCNR Grant Administration Process items covered were:

1. DCNR Award and Pre-Contracting
2. Introduction and Grant Administration
3. Initial Conference Call / In-Person Meeting
4. Approval to Proceed Submission Review
5. Approval to Proceed with RFP
6. Post-Bid Submission Review and Approval to Proceed
7. Project Management
8. Project Close-out Review
9. Final Payment Approval and Project Closeout

The Study Committee next reviewed and discussed the proposed Scope of Work (SOW) that will form the basis of the Request for Proposals (RFP) that must first be approved by DCNR before being advertised by the Township. Following the discussion, there being no other business, the meeting was adjourned at 7:57 p.m.

Respectfully submitted,

Dudley Rice

Dudley Rice, Project Coordinator