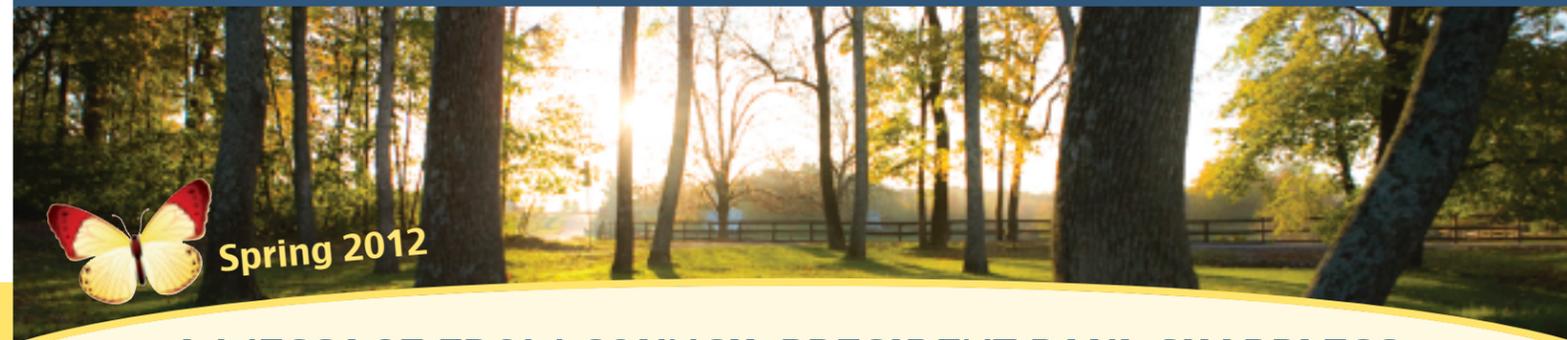


THE BOROUGH OF LITTLESTOWN
 10 South Queen Street
 Littlestown, PA 17340
 Phone 717-359-5101
 Fax 717-359-8441
www.littlestownboro.org

THE BOROUGH OF LITTLESTOWN



Spring 2012

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A MESSAGE FROM COUNCIL PRESIDENT PAUL SHARPLESS

WELCOME TO SPRING

Thank you for giving us, the Borough Council, the opportunity to serve the Littlestown Community in these troubling economic times. As we look forward to 2012, there are numerous projects in the works. They are the water system project, upgrade of wells and by the time you read this newsletter, the WATER BAN will have already been lifted for about a month. We are also in the process of upgrading Lumber Street which should be completed by the end of the year if not sooner.

The largest project that will begin in 2012 and be completed by October 2013 is the upgrading of the Waste Water Treatment Plant to be in compliance with the Department of Environmental Protection regulations.

Finally, the Borough must operate efficiently on a day to day basis. I believe with the restoration of the position of Borough Manager, and the effective use of the Committee System, our daily and long range goals can be achieved on a more consistent basis.

I would be remiss without acknowledging the following team members that make it such a pleasure and honor to serve this community, Borough Council members: Ron Baird (VP), David Wheeler (Pres-Pro Tempore), Betty Bucher, Charlene Westcott, and Don Bateman.

The real heroes are the individuals that run the day to day activities of the Borough: Charles Kellar: Chief of Police/Borough Manager, Sandy Conrad: Secretary/Treasurer, Rebecca Baugher: Borough Clerk, Tim Topper: Director of Public Works, Bryan Westfall: Code Enforcement Officer/Public Works, Scott Small: Head of Public Works Crew, Lynn Crosley: Public Works, George Weishaar: Public Works, James Woodward: Public Works, WWTP: Chris Stroup: Chief Operator/Supervisor, Sam Napier: Assistant Waste Water Operator, and Shannon Childs: Assistant Borough Clerk.

The Littlestown Police Department, led quite effectively by the Honorable Jim Eline, Sr., Mayor of Littlestown. I personally

Continued on page 3

INSIDE THIS ISSUE

Message from Council President Paul Sharpless.....3	Pool Safety for Children.....5
Message from Mayor James J. Eline Sr.....3	Littlestown Community Pool Information.....6
Message from Borough Manager Charles G. Keller.....3	Littlestown Community Pool Membership Form7-8
From the Desk of Public Works.....4	Christmas on the Square Update.....9
Get to Know the New Employees.....4	Playground Safety9
Next Presidential Election.....4	

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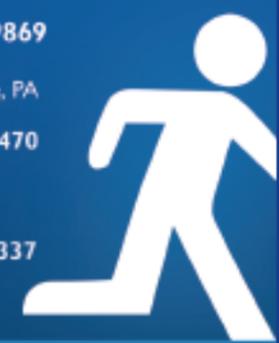
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 ▶ New Oxford Medical Center
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Richard A. Little, Jr. - Deceased
 Shirley H. Little
 Lee Ann (Little) Study
 John D. Study

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 Fax 717-334-8302
jcookatty@yahoo.com
www.jeffcookattorney.com



OFFICE HOURS: MONDAY – FRIDAY, 7:00 A.M. TO 3:30 P.M.

The Borough Office will be closed on the following dates:

Wednesday, July 4th - Fourth of July

Monday, November 12th - Veterans' Day

Thursday, November 22nd - Thanksgiving Day

Friday, November 23rd - Day After Thanksgiving

Monday, December 24th - Christmas Eve • Tuesday, December 25th - Christmas Day

Monday, December 31st - New Year's Eve • Tuesday, January 1st - New Year's Day

OFFICE HOURS OF THE MAYOR

The Mayor will be available in his office every Wednesday from 8:00 a.m. until 11:00 a.m. The Mayor's office is located at 10 South Queen Street, 2nd Floor.

MEETING REMINDERS

- All meetings of the **Littlestown Borough Council and Planning Commission** are held in the Littlestown Borough Council's Meeting Room, 10 South Queen, Littlestown, PA 17340.
- However, the **Recreation Board** meets at 10 South Queen Street, Littlestown, PA 17340 January thru April, October, November and the Board meets at the small pavilion (#2) in the Community Park, Lakeview Drive, Littlestown, PA 17340 May thru September.
- Regular **Borough Council Meetings** are on the second and fourth Tuesday of the month at 7:00 p.m. at 10 S. Queen Street.
- **Recreation Board** meets on the third Tuesday of the month at 6:30 p.m.
- **Planning Commission Meetings** are on the second Thursday of the month at 7:00 p.m.

Deadline to be placed on the agenda for a meeting is one week before the meeting is scheduled to occur.

BOROUGH OF LITTLESTOWN CONTACTS

- **Water and Sewer Billing** contact Rebecca at: 717-359-5101 ext. 30 rebecca@littlestownboro.org or contact Shannon at: 717-359-5101 ext. 36 schilds@littlestownboro.org.
- **Water and Sewer Operations** contact Chris Stroup at: 717-359-5636 strouplittlestownboro@comcast.net.
- Questions, complaints or concerns regarding: **Zoning, Building, Inspections, Permits and Public Works** contact Tim Topper at: 717-359-5101 ext. 34 publicworks@littlestownboro.org.
- Questions, complaints or concerns regarding **Code** contact Bryan Westfall at 717-359-5101 ext. 33 or codeofficer@littlestownboro.org.
- **General information** regarding the **Borough Office, Budget and Right-to-Know** contact Sandy Conrad at: 717-359-5101 ext. 31 or sandy@littlestownboro.org.
- **Non-Emergency police issues** contact the Police Department at 717-359-4511 or the non-emergency number at 717-624-2101. For **EMERGENCIES** dial 911.

You may also contact the Borough Council Members at: 717-359-5101 ext. 35.

LITTLESTOWN BOROUGH COUNCIL

Paul Sharpless	President	Term 2016
Ron Baird	Vice Pres.	Term 2016
David Wheeler	Member	Term 2016
Charlene Westcott	Member	Term 2014
Donald Bateman	Member	Term 2014
Betty Bucher	Member	Term 2014
James Eline	Mayor	Term 2014

A MESSAGE FROM COUNCIL PRESIDENT PAUL SHARPLESS... continued from cover

believe that we have the finest, most experienced department in all of Adams County. They are there for us 24-7, protecting and making this community a safe and secure place to live. Thank you to Chief Kellar, Sgt. Funt and Officers Henry, Reed, Spielman, Gearhart, Smith, Yost, and Eiker.

I am personally inviting you to attend a Borough Council meeting on the 2nd and 4th Tuesday of each month at the Borough Office. "We need your involvement and feedback". Please check out our web site www.LittlestownBoro.org.

Have a great Spring! Water your flowers and wash those cars!



A MESSAGE FROM THE MAYOR JAMES J. ELINE, SR. WATER BAN LIFTED....

Council at their February 28, 2012 meeting made a motion to lift the water ban effective immediately. I would like to thank the residents of the Borough of Littlestown for their patience and understanding during the mandatory water ban.

If you have any complaints, compliments or concerns regarding the Police Department, you can contact me at 717-359-4511 ext. 12 or visit me at 10 South Queen Street, 2nd floor, during my office hours, every Wednesday from 8am to 11am.

Thank you,

James J. Eline, Sr.
Mayor

A MESSAGE FROM THE BOROUGH MANAGER CHARLES G. KELLAR

As many of you already know, I was appointed to serve as Borough Manager in addition to my duties as Chief of Police in January of this year. Over the past months we have been finalizing the 2012 budget which needed to be reopened for several issues that had to be addressed and that process has now been completed. We have been working with Royal Farms representatives in an effort to get this project completed and are currently addressing several items that need to be clarified in order to present the next phase to Borough Council in April. Although the Royal Farms project seems to be never ending I am confident with the working relationships that we currently have with Royal Farms, this project will move forward. I would like to welcome two new employees to the Borough of Littlestown, one being Bryan Westfall, Code Officer and Public Works employee and Sam Napier who is assigned to the Sewer Treatment Facility. They are currently both on board now and are getting up to speed with their duties and responsibilities. And finally I want to thank the citizens and Borough Council for giving me the opportunity serve this community. As Chief of Police I have always maintained an open door policy for any citizen and I offer that as it relates to my position as Borough Manager. If you have any questions or concerns please do not hesitate to call me or any other staff member and we will be happy to assist you. I encourage all Borough residents to get involved and to attend the Borough Council meetings which are held the second and fourth Tuesday of each month starting at 7:00 pm.

Charles G. Kellar

Borough Manager/Chief of Police
Borough of Littlestown
10 South Queen Street
Littlestown, PA 17340

From the desk of Public Works . . .

I am happy to share updates regarding several projects that the Borough is currently undergoing.

First of all, PSI Pumping Solutions Inc. has completed EP101 (South Queen Street Wells) and EP104 (St. John's Well) which has ended the current water ban. Residents are now able to wash vehicles, water flowers or engage in any other outside activities pertaining to water usage. EP102 (Lumber Street Wells) is anticipated to be completed at the end of Lumber Street water main replacement.

Next, the contractor, Fayetteville Contractors Inc. is currently installing new sewer main and laterals as well as replacing the water main and service lines. Storm water boxes and piping, partial sidewalks, curbing in sidewalks and total renovation of the roadway are to follow. I apologize to any residents that live or travel via Lumber Street for the inconvenience. However, when the project is completed, there will be a vast improvement of past conditions of Lumber Street.

Finally, the Borough is planning on projects at the community park. This will include total renovation of the existing tennis court and the expansion of playground equipment at pavilion #1.

As always, I thank you for your assistance in these matters. If you have any questions or need additional information, please contact me at the Borough Office.

Sincerely,
Tim Topper,
Director of Public Works

PLAYGROUND SAFETY

A quick checklist for parents



Place this list in a prominent area of your home for quick reference. Then, before your children head out the door for the playground, check that:

Supervision is present, but strings and ropes aren't.

Adult presence is needed to watch for potential hazards, observe, intercede and facilitate play when necessary. Strings on clothing or ropes used for play can cause accidental strangulation if caught on equipment.

All children play on Age-appropriate equipment.

Preschoolers, ages 2-5, and children ages 5-12, are developmentally different and need different equipment located in separate areas to keep the playground safe and fun for all.

Falls to surface are cushioned.

Nearly 70 percent of all playground injuries are related to falls to the surface. Acceptable surfaces include hardwood fiber/mulch, pea gravel, sand and synthetic materials such as poured-in-place, rubber mats or tiles. Playgrounds surfaces should not be concrete, asphalt, grass, blacktop, packed dirt or rocks.

Equipment is safe.

Check to make sure the equipment is anchored safely in the ground, all equipment pieces are in good working order, S-hooks are entirely closed, bolts are not protruding, there are no exposed footings, etc.



Checklist is from the National Program for Playground Safety (NPPS) at www.uni.edu/playground/

GET TO KNOW THE NEW EMPLOYEE'S



Hello, my name is Bryan Westfall. I started working for the Borough of Littlestown on February 15, 2012, as Code Enforcement Officer and also working as part of the Public Works Department. I have been in the Public Works field for a year and a half coming from Hamiltonban Township near Fairfield, PA. I have been a resident of the Borough of Littlestown for 11 years. I am married and have two boys ages 4 and 7. I am looking forward to serving the Borough of Littlestown for many years to come.



Hi! I am Sam Napier the latest addition to your water/wastewater operations. I am happy to be given the opportunity to serve your community and am looking forward to assisting Chris in achieving DEP's ever increasing regulatory requirements.

Next Presidential Election

The United States presidential election of 2012 is the next presidential election to be held on Tuesday, November 6, 2012 and will be the 57th quadrennial United States presidential election.



Thank You
To The Businesses

The Littlestown Borough Council would like to thank the businesses that appear in this newsletter and to recognize them each as supporters and cornerstones of our community. For it is with their contributions that this newsletter has been produced at no charge to our residents. The Borough would like to further request that citizens, in response, patronize these businesses first when given a choice as these businesses are saving each citizen tax dollars.

Update from the Committee Relations Committee on the Christmas on the Square Celebration



The Community Relations Committee is busy planning this year Christmas on the Square Celebration. We are hoping to have an even bigger crowd than last year. The festivities will be held on Saturday December 1, 2012 from 4 pm to 7 pm in the square of Littlestown. We will have vendors, food, and entertainment, give a ways throughout the evening, as well as the arrival of jolly Old Saint Nick himself.

If you would like to make a monetary contribution or have questions in regards to the festivities please feel free to contact Betty Bucher at (717) 359-5284 or Ron Baird at (717) 359-5525 or fill out the form below and send to the Attn: Christmas on the Square at 10 S Queen Street, Littlestown, PA 17340.

Name of Business: _____

Name of Contact: _____

Address: _____

Phone: _____

Sponsorship Level: Gold \$1000 ___ Silver \$500 ___ Bronze \$250 ___

Can't sponsor but still want to help? Enclosed is \$ _____

I want to join the committee please contact me at:

Name _____

Street _____ Littlestown, PA 17340.

Phone: _____ Email: _____

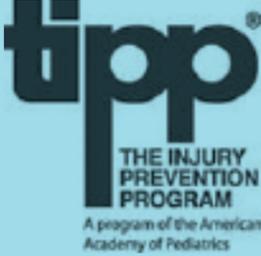


LITTLESTOWN COMMUNITY POOL

Rules and Regulations



1. All persons using the pool or pool grounds do so at their own risk and are solely responsible for any accidents or injury in connection with such use.
2. The cost of property damage to the Littlestown Community Pool will be charged to the responsible party.
3. The Borough of Littlestown will not be responsible for any lost or damaged personal property.
4. All guests must present a season pass or pay the admission charge prior to entering the pool facilities. A photo ID must be presented if requested by pool personnel. Failure to do so will result in refusal of entry into the pool.
5. No alcoholic beverages, smoking, drugs or weapons of any kind are permitted on pool grounds.
6. No profane or abusive language will be tolerated. This is a family pool.
7. No pets allowed on pool grounds.
8. All trash must be disposed of using the proper receptacles.
9. Admission can be denied to anyone with signs of illness, skin rashes or infections.
10. Appropriate swimwear is required for all swimmers. No cut-offs allowed.
11. No outside food or drink is allowed to be brought onto the pool grounds.
12. No running, horseplay or bullying. Absolutely no dunking.
13. Children ten (10) years of age and under – regardless of swimming ability – must be accompanied by an adult or a babysitter at least sixteen (16) years of age and must remain with the child the entire time they are at the pool.
14. Use of the baby pool shall be limited to children six (6) years of age and under. Each child must be supervised by an adult or responsible babysitter who is sixteen (16) years of age or older.
15. No floatation devices, inflatable items or toys will be permitted in the main pool. However, water wings will be permitted in the shallow area of the main pool only if the child in the water is under the supervision of a mature and responsible adult and he or she is at arm's length of that child at all times. Water wings are not permitted on slides. Swim goggles are permitted as long as they are not made from glass.
16. Anyone unable to swim in 10' deep water cannot use the water slide except that young children with the assistance of a guardian may use the water slide during adult swims only when announced by pool personnel.
17. In the event of a storm, the pool area will be cleared for 30 minutes after the last thunder blast and 30 minutes after the last lightning sighted. The pool may be closed during inclement weather at the pool manager's discretion.
18. Pool checks will take place every hour in the main pool and at the discretion of the pool manager on duty, the baby pool as needed.
19. Violation of pool rules may result in the suspension or withdrawal of pool privileges.
20. All injuries, accidents or concerns should be reported immediately to the pool manager/lifeguard in charge.
21. Season memberships and daily admission fees are non-refundable.
22. Pool passes are non-transferable.
23. No ball playing inside the fenced in area of the pool.

Information from the American Academy of Pediatrics Tipp® program (The Injury Prevention Program)

For more information on children's safety, please visit the American Academy of Pediatrics' website at www.aap.org.

Pool Safety For Children

A swimming pool can be very dangerous for children. If possible, do not put a swimming pool in your yard until your children are older than 5 years. Help protect your children from drowning by doing the following:

- **Never leave your children alone** in or near the pool, even for a moment. An adult who knows CPR should actively supervise children at all times.
- **Practice touch supervision** with children younger than 5 years. This means that the adult is within an arm's length of the child at all times.
- **You must put up a fence** to separate your house from the pool. Most young children who drown in pools wander out of the house and fall into the pool. Install a fence at least 4 feet high around all 4 sides of the pool. This fence will completely separate the pool from the house and play area of the yard. Use gates that self-close and self-latch, with latches higher than your children's reach.
- **Keep rescue equipment (such as a shepherd's hook or life preserver) and a telephone by the pool.**
- **Do not use** air-filled "swimming aids" as a substitute for approved life vests.
- **Remove all toys from the pool** after use so children aren't tempted to reach for them.
- After the children are done swimming, **secure the pool** so they can't get back into it.
- **A power safety cover** that meets the standards of the American Society for Testing and Materials (ASTM) may add to the protection of your children but **should not be used in place of the fence** between your house and the pool. Even fencing around your pool and using a power safety cover will not prevent all drownings.

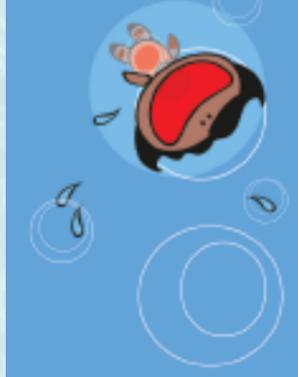
Remember, teaching your child how to swim **DOES NOT** mean your child is safe in water.

Provide the Borough of Littlestown with your email address to receive updates on highlights from the council meetings, notifications, town newsletters and activities/events. You may contact the Borough Office at 717-359-5101 to provide your email address or you may email it to Rebecca@littlestownboro.org.



**LITTLESTOWN
COMMUNITY
POOL**

*Swimming
Lessons*



LITTLESTOWN COMMUNITY POOL

Swim Lessons

The Littlestown Community Pool will hold the following swim lessons for:

Adults on the following dates:

Session 1: June 25th – 29th
Session 2: July 16th – 20th

Each session is \$30 per student

For more information please contact the Borough Office at 717-359-5101 or visit our website at www.littlestownboro.org to download a registration form (under forms).

Pre-School on the following dates:

Session 1: June 18th – 22nd
Session 2: July 9th – 13th

For more information please contact the Borough Office at 717-359-5101 or visit our website at www.littlestownboro.org to download a registration form (under forms).

Children 6 years of age or older on the following dates:

Session 1: June 18th – 22nd
Session 2: June 25th – 29th
Session 3: July 9th – 13th
Session 4: July 16th – 20th
Session 5: July 23rd – 27th
Session 6: August 6th – 10th

Each session is \$30 per student and also offers different times and levels. For more information please contact the Borough Office at 717-359-5101 or visit our website at www.littlestownboro.org to download a registration form (under forms).

Openings and Closings

The pool will open May 26th, 27th and 28th – Memorial Day weekend
The pool will be closed Tuesday – Friday, May 29th – June 1st
The pool will re-open Saturday & Sunday, June 2nd – 3rd
The pool will be closed Monday – Friday, June 4th – 8th
The pool will open daily, Monday – Sunday, starting June 9th



CPR/Lifeguarding Recertification Class

The Littlestown Community Pool will hold a CPR/Lifeguarding Recertification Class on Saturday May 19th from:

9:00am – Noon CPR/AED (must bring mask)
1:00pm pre-test for lifeguard class
1:00pm – 5:00pm lifeguard recertification class

Fee: CPR only - \$50.00 Littlestown Staff – Red Cross Fee - \$19
CPR/LG - \$100.00 Littlestown Staff – Red Cross Fee - \$35

LIFEGUARDING CLASS – MUST HAVE 3 STUDENTS

Pre-test May 19th at 1:00pm – MUST bring proof of age
Fee: \$225.00 – includes all supplies needed

MUST ATTEND ALL SESSIONS

Thursday, May 31st from 5pm – 9pm
Saturday, June 2nd from 9am – 2pm
Sunday, June 3rd from 9am – 3pm
Tuesday, June 5th from 3pm – 8pm
Thursday, June 7th from 3pm – 8pm
Friday, June 8th from Noon – 6pm



**LITTLESTOWN COMMUNITY SWIMMING POOL
2012 Membership Rates**

BOROUGH RESIDENTS	
Individual Membership	\$ 75.00
Family of up to 4 Members	\$ 130.00
Additional Person in Family	\$ 30.00

NON-BOROUGH RESIDENTS	
Individual Membership	\$ 125.00
Family of up to 4 Members	\$ 210.00
Additional Person in Family	\$ 50.00

PLEASE PRINT CLEARLY – INCOMPLETE APPLICATIONS WILL BE RETURNED

Individual Name _____

Address _____

Home Phone _____ Work Phone _____ Cell _____

FAMILY MEMBERSHIP:

Name: _____ Birth Date: _____

Address _____

Home Phone _____ Work Phone _____ Cell _____

LITTLESTOWN POOL SEASON TO BEGIN SATURDAY, MAY 26, 2012

Dependent children under the age of 19 as of June 1, 2012 will be included on the family membership. Students who are attending college will be considered as a dependent. Anyone not meeting the requirement must apply for any individual membership. Tickets that are paid in full can be claimed at the Pool Office during pool operating hours. Each person must present their membership pass to the Ticket Taker at the pool before you are allowed to enter. When you leave the pool, you are to take the membership pass with you. I have read and understand all of the Pool Rules and Regulations as listed on the reverse side of this form. I will share them with all of the individuals listed above.

Signature _____ Date _____

SEASON MEMBERSHIPS AND DAILY ADMISSIONS ARE NON-REFUNDABLE

TOTAL AMOUNT \$ _____ DATE PAID _____ RECEIVED BY: _____

cut here and mail