

**PARKS AND RECREATION COMMITTEE  
REGULAR MEETING MINUTES  
June 3, 2009**

**CALL TO ORDER**

The meeting was called to order by Chairman Ronald Hartpence at 7:38 P.M.  
Chairman Ronald Hartpence read aloud the following:

**NOTIFICATION REQUIREMENTS**

**Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act and published in the Hunterdon County Democrat and the Courier News on January 15<sup>th</sup>, 2009, and by telefaxing a copy of the notice to the Star Ledger , and the Express Times on January 8, 2009. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on January 8, 2009.**

**In order to ensure full public participation in this meeting, all members of this committee or Board, and also members of the public are requested to speak only when recognized by the Chair so that there is no simultaneous discussion or over talk. Your cooperation is appreciated.**

**ROLL CALL**

<b>PRESENT:</b>	<b>James Burke (arrived 8:10PM)</b>	<b>ABSENT:</b>	<b>David Hewitt</b>
	<b>Ron Hartpence</b>		<b>Chuck Kolvites</b>
	<b>Diane Hanley</b>		<b>Eugene Hill</b>
	<b>Joseph Agaccio</b>		<b>Jeffrey Ferrara</b>
	<b>Joseph Floyd</b>		<b>Anthony Gioffre</b>
	<b>Antimo Russano</b>		
	<b>Lee Frank</b>		
	<b>James Spinelli</b>		
	<b>Heidi Diminick</b>		

**Privilege of the Floor**

Maria Plass, Kingwood Resident interested in using the Old Fairview School Sunday July 12, 2009 or August 2, 2009 – They plan to have a guest speaker for about 20 people

Maria Plass was present at the meeting and introduced herself to the Committee members.

2.

Ms. Plass was present to ask for permission to use the Old Fairview School to have an open meeting to the public. She explained that there will be a speaker named, Garry Gewant who talks about connecting with loved ones in a spirit workshop. She noted that she needs to get more information about the program and will have to return to the Parks and Rec. meeting in July. She would like to reserve the Old Fairview School for Sunday, August 2, 2009 starting at around 12:00noon, and for the afternoon. She explained that there should be approximately 20-25 people attending. They will have to sign up in advance and put a deposit for the spot. There will be no food served, just water. This will be approximately a three hour event. The Committee members had several questions for Ms. Plass.

It was moved by Mrs. Hanley, seconded by Mrs. Diminick and carried the motion to approve Maria Plass the use of the Old Fairview School on August 2, 2009 for the afternoon, and to return with a written plan of the program.

**Roll Call Vote:**

<b>Aye</b>	-	<b>Diminick, Floyd, Hanley, Hartpence, Russano</b>
<b>Nay</b>	-	<b>None</b>
<b>Abstain-</b>		<b>None</b>
<b>Absent -</b>		<b>Burke, Kolvites, Ferrara, Hewitt</b>

**New and Pending Business**

Motion to approve the minutes of the May 6, 2009 Regular meeting minutes

It was moved by Mrs. Diminick, seconded by Mr. Floyd and carried the motion to approve the meeting minutes of the May 6, 2009 Regular meeting of the Parks and Recreation Committee.

**Roll Call Vote:**

<b>Aye</b>	-	<b>Diminick, Floyd, Hartpence, Russano</b>
<b>Nay</b>	-	<b>None</b>
<b>Abstain-</b>		<b>Hanley</b>
<b>Absent -</b>		<b>Burke, Kolvites, Ferrara, Hewitt</b>

Motion to approve payment to Ian White in the amount of \$300.00 for the Music Camp at the Kingwood Township School

It was moved by Mr. Floyd, seconded by Mr. Russano and carried the motion to approve payment to Ian White in the amount of \$300.00 for the month of May for Music Camp.

**Roll Call Vote:**

<b>Aye</b>	-	<b>Diminick, Floyd, Hanley, Hartpence, Russano</b>
<b>Nay</b>	-	<b>None</b>
<b>Abstain-</b>		<b>None</b>
<b>Absent -</b>		<b>Burke, Kolvites, Ferrara, Hewitt</b>

Seniors Citizens Budget - Appropriation of Amount to be Spent Requested by C.F.O.

The Committee members discussed that the amount was voted on to be the same as the last years amount to be budgeted. Secretary Keller will obtain the information and sent to C.F.O.

### 3.

#### QC Laboratories – Analytical Report – 200 Union Road, Kingwood Township Park

The Parks and Recreation Committee reviewed the report.

#### **New and Pending Business Continued**

##### Volunteer Picnic to be rescheduled – from Saturday, August 29, to Saturday, August 22 requested by Charles Wilson

Park Director Charles Wilson reported that an event has been scheduled for the pavilion for that day August 29th. The Committee member discussed another date and decided to discuss this when more members are present in July.

##### Great Blue Lake and Pond Management Program – Do we want to have a contract to service on a regular basis

The Committee members discussed the pond and what they could use to maintain it year around. There was a discussion whether they want to have the Great Blue Program maintain the pond year around or just as needed. Secretary Keller to get prices on an agreement for a year around maintenance program.

#### **Old Business**

##### Vending Machines Update

Nothing to discuss this month.

##### Keith Augustine – Proposal for Eagle Scout Project Approval

The Committee members reviewed the proposal. They requested that Keith Augustine be present to review the project and answer any questions they may have. They thought that the proposal looked great and that there were a lot of good ideas, but have reservations about the tether ball and the dangers of the rope, and need to find out from the State parks system the rules and regulation of tether ball. They decided that if Keith would like to make a scout fire pit, he would have to contact the State Fire Marshal and find out what kind of permits, and if he needs to make it a certain size. The Committee will review and consider the approval of this proposal when Keith Augustine comes to a meeting in person and presents the details.

##### Update on US Sports Institute – Sports Camp for Summer of 2009

Heidi Diminick reviewed an update.

##### Safety Signs for the Playground Update – Joe Floyd

Joe Floyd stated that the signs are made and just need to be put up at the park.

#### **Movie Nights**

4.

Joe Floyd – Friday, June 5<sup>th</sup>, 2009

There was a discussion on the speakers and if they were installed. Jim Burke stated that they need to be installed and asked who would like to help. The Committee discussed that the movie would start at approximately 8:30PM. The Committee would like everyone to be there to set up for the movie and refreshments at 6:00PM. There was a discussion on the food, drinks and what is needed to be purchased. Antimo Russano noted that there will be coffee, soda, water, popcorn, hotdogs, and chips. He stated that the Corner Store may supply him with a large box of chips. Joe Floyd stated that he knows someone from Poland Springs and they offered to donate several cases of water for the movie nights. A letter to Poland Springs will be written in reference to the Parks and Recreation Committee appreciating their donation.

**Community Day**

Review Community Day Letter

Jim Burke noted that he made a few changes on the letter. The Committee members reviewed and stated that it looked good and ready to be printed for the mailing. It was discussed that the letter along with the yard sale letter will be mailed out in the month of July.

Application to Vendors Update

The Committee members reviewed the application and approved that it is ready to be handed out to vendors that are interested.

Hunterdon County Sanitation Regulations for Temporary Food Concessions, Inspection form for Vendors, and Reminders for Health Food Service

Chairman Ron Hartpence noted that these forms are for the Committees information.

Memo for Businesses for the Community Day Ads (make changes if necessary)

There was a very lengthy discussion on who will be printing the Community Day program. Heidi Diminick suggested Mrs. Hill who does this for a living. She will speak to Mrs. Hill to see if she is interested. Joe Floyd suggested that someone from the Committee get several quotes from different print shops. Jim Burke noted that all ads to be handed in by July 15<sup>th</sup>, and no more accepted after August 15<sup>th</sup>. There was a discussion on the prices for the ads. Secretary Keller will make changes on the ad sheet. The prices for the ads this year will be as follows:

**AD PRICES:                \$150.00 FOR A FULL PAGE  
                                  \$100.00 FOR A HALF PAGE  
                                  \$ 50.00 FOR A BUSINESS CARD AD**

**TO SPONSOR A RIDE:    \$1000.000 DONATION – YOUR AD WILL BE A  
   BILLBOARD BANNER IN FRONT OF THE RIDE.**

The Committee members will need to gather suggestions and quotes for the July meeting.

## 5.

### Discuss Vendors, Rides, Food, for Community Day

The Committee discussed and decided to go with the ride company from last year. Jim Burke would like to look into picking out new rides for this year. It was decided that the Committee needs to meet as a subcommittee on Tuesday, June 30<sup>th</sup> at 6:30PM to discuss Community Day plans. Antimo Russano asked if his Bocce letter could go out with the mailing of the Community Day letter. The Committee all agreed it would be acceptable.

### **Fishing Derby**

Last minute arrangements to be made – Time to be there for setup / **Help needed?**

Antimo Russano stated that he will be at the pond starting at 8:00 AM to set up for the Derby. He noted that he needs volunteers to cook hotdogs at approximately 9:30 AM. It was also discussed who would be volunteering to pick up coffee and donuts, and to set up for the day. Jim Spinelli, Lee Frank, Diane Hanley, and Ron Hartpence offered to be there to help for the day.

### **Senior Picnic**

Review of Senior Picnic of May 30<sup>th</sup>

Diane Hanley commented on what a great job Antimo Russano did organizing the Senior Picnic, and gathering all the prizes and refreshments for the event. There were many positive comments. She read aloud a letter she prepared to be sent to all the businesses that donated door prizes, and food for the picnic.

### **Operations and Reports:**

Charles Wilson – Park Director Report for May

The Committee discussed the Park Director's hours. Jim Burke explained that he punches in at the Township garage to keep track of his hours. The Committee members reviewed Charles report and had several questions and suggestions. Antimo Russano suggested that Charles come to all the events to volunteer his time. Jim Burke noted that he has been busy cutting grass on the weekends due to all the rain during the week.

### **Donations**

Donation from the Skylands Community Bank for the Senior Picnic in the amount of \$250.00.

A thank you letter will be sent to the bank in appreciation for the donation.

Donation from the Advanced Glass Systems, LLC for the Fishing Derby in the amount of \$50.00.

A thank you letter will be sent to the bank in appreciation for the donation

6.

Total amount of \$375.00 from local businesses for donations for the Fishing Derby

Thank you letters have been sent to all the businesses.

**Buildings and Grounds:**

There was a discussion on the benches that were donated and where they should be placed. It was suggested to put two up by the playground and one by the volleyball court. It was discussed by Diane Hanley and Ron Hartpence what supplies are needed up at the park. They noted that there needs to be locks for the cabinets in the kitchen, a meat thermometer, lighter fluid, upper rack for the grill. It was suggested to get several items from the dollar store. Jim Burke will pick up fire bricks. The Committee would also like to take out the shuffle board pieces out of the closet to make room for other things to be stored.

**Correspondence**

Copy of Thank you Letter to Road Supervisor, Jack Search

Chairman Ron Hartpence reviewed.

**Other Matters**

N/A

It was moved by Mr. Russano, seconded by Mrs. Hanley and carried the motion to adjourn the meeting at 9:45PM. **All** voted **Aye** on **Roll Call Vote**.

**Respectfully submitted,**

**Cynthia L. Keller, RMC  
Parks and Recreation Secretary**