

**PARKS AND RECREATION COMMITTEE
REGULAR MEETING MINUTES**

March 2, 2011

7:00PM

CALL TO ORDER

The meeting was called to order by Chairman Ron Hartpence at 7:03P.M.
Chairman Ron 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 13th, 2011, and by telefaxing a copy of the notice to the Star Ledger, and the Express Times on January 8th, 2011. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on January 8th, 2011.

In order to ensure full public participation in this meeting, all members of these committees, 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, and further, all persons are requested to utilize the microphones which are provided for your use by the Township. Your cooperation is appreciated.

ROLL CALL

Present

Jim Burke
David Hewitt
Ron Hartpence (arrived at 7:12pm)
Diane Hanley (arrived at 7:40pm)
Heidi Diminick
Chuck Kolvites
Jeff Ferrara
Antimo Russano
Cynthia Niciecki
Lee Frank
Anthony Gioffre

Absent

James Spinelli
Eugene Hill
Joe Agaccio
Jack Niciecki

Public Comment and Privilege of the Floor

Ron Heck – Present to Talk to Committee re: Old Fairview School House

2.

Mr. Ron Heck, T'ai Chi Chih Instructor was present to resubmit his application for the use of facilities for his classes, and to speak to the Committee regarding the use of the Old Fairview School House. He explained that he has been involved with T'ai Chi Chih since 2008, which he stated is a non-profit organization. He noted that he also has a non-profit organization certificate. The Parks and Recreation Committee stated that since he is a non-profit than he should be able to use the building. The Committee talked about the closing of the Old Fairview School House during the winter months from November through February. The Committee asked him if he had a list of organizations that he donates to each year and if he could provide them to the Committee. Mr. Heck explained all the nonprofit businesses that he runs in Hunterdon County. Antimo Russano asked Mr. Heck if he paid rent anywhere to use their facilities for his classes. Mr. Russano feels that he should donate an amount to the Township towards the electricity. He feels that if he can pay rent at other places, that he can donate money for some of the expenses for the Old Fairview School House. The Committee would like proof of the organizations Mr. Heck donates to charities. Mr. Heck noted that he donated \$36,000 dollars last year to organizations. Cindy Niciecki also feels that he should donate funds to help pay for the use of the facility. The Committee discussed the decision that they had made for the profit organizations. They agreed that they would allow Mr. Heck to continue his T'ai Chi Chih at the Old Fairview School since he has approached the Committee to reconsider since he has come explain in person that he is a nonprofit organization.

It was moved by James Burke, seconded by Jeff Ferrara and carried to approve to allow Ron Heck to continue his T'ai Chi Chih classes at the Old Fairview School House since he has proven that his is definitely a non-profit organization.

Roll Call Vote:	Aye	- J. Burke, D. Hewitt, H. Diminick, C. Kolvites, J. Ferrara, A. Russano
	Nay	- None
	Abstain	- R. Hartpence, C. Niciecki
	Absent	- Diane Hanley

DVAA Rob Brogan – Baseball Fields - Mix and Maintenance of Fields Update and Letter from George Stiuso, DVAA President re: Baseball and Softball Fields

Present were several members from the DVAA. They noted that Rob Brogan and George Stiuso were unable to attend tonight's meeting. Ed Cafro and Chuck Williams spoke to the committee members regarding the baseball fields, the infield mix and the maintenance. Chuck Williams gave a copy of information to, Chairman Ron Hartpence regarding the fields and how they would like to see them fixed. Mr. Williams noted that he went to look at the fields and feels that the fields are in good shape right now. He described the mixture that they use for the infields. He feels that a conditioning mix would help the fields have a longer life.

3.

He brought along a few demonstrations in jars, which were several types of infield mix to show the Committee members. He described the difference of the two mixers, and the chemistry of how it is made and how it works. He feels that if the Parks and Recreation Committee could order the infield mix, it would be much cheaper than if the DVAA ordered. James Burke noted that the Public Works Department usually picks up the mix, but the DVAA offered to deliver the materials. There was a discussion on how much they would need to order, and how much it would cost. Mr. Williams reviewed the prices of the different types of dry mix that is available. The Park Directors who were present also gave some input on what they knew about baseball fields. The Public Works Department and the Park Directors will be raking the mix on the fields. The DVAA members asked if the date of April 9th would be a good day for them to use the fields. They stated that they will be putting part of the mix on the fields, and that Kingwood would be responsible to work on the rest of the fields. The DVAA gave out information on the batting cages that they will be installing at the Kingwood Park. The members of the DVAA described the details of their plans for the cages. They discussed the location of the cages, and where they would be safe to keep them away from other activities. They will meet with the Park Directors to discuss where it will be located. They also asked for permission to have the cages delivered to the park. There was a discussion on the labor and who would be working on it to put them up and to dig the holes for the cages. James Burke noted that the Public Works Department will be doing the digging for the project. The members of the DVAA discussed a date to meet with the Parks and Recreation Committee. It was decided that next Wednesday, March 9th at 4:00PM would be the best time to meet to work on where the cages will be located. The Parks and Recreation Committee thanked the members of the DVAA for coming to discuss the details of maintaining the ball fields and the installation of the cages.

Robyn and Rich Ehrmann of the North Hunterdon Little League

They did not attend the meeting this evening, and decided it is too far for them to come to use the Kingwood Park's baseball fields.

Chris Testa from the Hunterdon County Soil Conservation District and Todd Kratzer from the N.J. Water Supply Authority will be presenting an update of progress on the Kingwood Township Park Stormwater Control and Stream-Channel Stabilization Designs

Present at the meeting were, Todd Kratzer from the N.J. Water Supply Authority and Chris Testa from the Hunterdon County Soil Conservation, who introduced themselves to the Parks and Recreation Committee. They were present to discuss the update of the progress on the Kingwood Township Park Stormwater Control and Stream-Channel Stabilization Designs. They stated that this has started in 2009. He noted that they applied for a grant for the project and was granted the funds for the project. He stated that it will cost approximately \$230,000 dollars for the Kingwood Park. He described all the grants that have been granted to all the Townships in the County regarding similar projects.

4.

He reviewed the program progress on an overhead projector for everyone to learn what they are working on at this time. He described units that have been installed at the park to let them know what is happening with the stormwater during the different seasons at the park. He noted that after several years of monitoring the progress of the land through the projects, they will know where the problem lies. He explained that from there they will then be able to construct what needs to be done. It all depends on what comes out of the streams and fields.

Chris Testa introduced himself and talked about how the Hunterdon Soil Conservation is involved with the project at the Kingwood Park and their preliminary design ideas. He reviewed the history of the lands of the park. He explained areas that are used for drainage for the wetland areas. He reviewed the Kingwood Park – Buffer Area and what their goals are to drain the fields the best way. They plan on adding plant habitat, gardens and native material to the fields. The soil is a big part of the project. There was a lengthy discussion on the invasive species that are present at the park. Mr. Testa also reviewed the lower wet field at the park below the baseball fields. He described the solutions that they will be working on to fix the drainage problem. Mr. Testa noted that this will help the fish in the streams. There were several questions from the Parks and Recreation members. The Delaware Valley College students will be helping and working on the project as part of their assignment. He described the work that will be done, as far as, building up the ground, creating rain gardens, bio swales, gravel bottom wetlands, adding vegetation and bring some bushes and other species of plants to help the ground drain. He showed the Committee pictures over the overhead projector, and explained the different areas near the wet meadow area. He explained that they will not be able to work on the entire park, but they will be working on very wet areas, where it is most needed. He explained what his office is in charge of doing regarding working with the schools and how they get the students involved. They will be adding plants where there will be no need to mow and then this will not be disturbed. He explained that a Ikeas will be put up showing a display of everything that has been constructed and the reasons why this has been decided to improve the drainage of the park. He described what a rain garden was and that there is nearly no maintenance and they are mostly self maintained. The Parks and Recreation Committee asked several questions. Mr. Testa responded. There was a question of when this would be started and how long it will take. Todd Kratzer explained that it is hopefully to be started in 2012. He explained that the plants need time to be growing. He explained that the Township's Department of Public Works will have to be involved and help out with the construction of the project. Todd Kratzer noted that this is a pioneering effort with several committees, the DPW, the park directors and help from many people in the Township to volunteer to do this project. Mr. Testa stated that he will invite the students from the schools to come on Earth Day and help plant several of the plants and there will be many volunteers working in the community. The Committee members reviewed several maps with Mr. Testa and where the areas would be worked on and the location of the soccer fields and if they would be effected. Todd Kratzer noted to go on the Delaware Valley College wet site to see what the several projects they are working on throughout the areas of New Jersey.

5.

Everyone thanked Mr. Testa and Mr. Kratzer for coming and speaking to everyone about the project they will be working on at the Park.

New and Pending Business

Motion to Approve the Minutes of January 5, 2011 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by David Hewitt, seconded by Heidi Diminick and carried to approve the minutes of the January 5, 2011 Reorganization and Regular Meeting minutes for the Parks and Recreation Committee.

Comments: No Comments

Roll Call Vote:	Aye	- J. Burke, D. Hewitt, H. Diminick, C. Kolvites, A. Russano, R. Hartpence, C. Niciecki, D. Hanley
	Nay	- None
	Abstain	- J. Ferrara
	Absent	- None

February 2, 2011 Parks and Recreation Committee Meeting was Cancelled.

Motion to Approve the Amount Received for 10% Monthly Rent from Donna Giamie for the Use of Facility – Old Fairview School for Supatha Yoga in the Amount of \$41.60 for the Month of December

It was moved by David Hewitt, seconded by Diane Hanley and carried to approve the amount received by Donna Giamie for the use of the facility of the Old Fairview School House for Supatha Yoga for the month of December in the amount of \$41.60.

Roll Call Vote:	Aye	- J. Burke, D. Hewitt, H. Diminick, C. Kolvites, A. Russano, R. Hartpence, C. Niciecki, D.Hanley, J. Ferrara
	Nay	- None
	Abstain	- None
	Absent	- None

Motion to Approve the Amount of \$180.00 to Ian White for Music Camp at the Kingwood School for the month January 2011

It was moved by James Burke, seconded by David Hewitt and carried to approve the amount of \$180.00 to be released to Ian White for Music Camp Lessons at the Kingwood School.

6.

Roll Call Vote:	Aye	- J. Burke, D. Hewitt, H. Diminick, C. Kolvites, A. Russano, R. Hartpence, C. Niciecki, D.Hanley, J. Ferrara
	Nay	- None
	Abstain	- None
	Absent	- None

2011 Pond Management Program and Application from Great Blue – Cost \$225.00

It was moved by David Hewitt, seconded by Heidi Diminick and carried to approve to sign up with the 2011 Pond Management Program and to approve for the Township to pay for the expense for the applications.

Roll Call Vote:	Aye	- J. Burke, D. Hewitt, H. Diminick, C. Kolvites, A. Russano, R. Hartpence, C. Niciecki, D.Hanley, J. Ferrara
	Nay	- None
	Abstain	- None
	Absent	- None

Information on Infield Mix and Price – Windsor Soil Company

Committee reviewed.

Old Business

Old Fairview School House Usage - Update

Secretary Keller noted that there has been no contact with the yoga instructor that received the letter of termination.

Operations and Reports:

Park Director Report for January 2011, and February 2011

Park Director Lisa Marie read aloud and explained the following report:

Kingwood Park Directors Report		
Jamie & Lisa Marie Weinschenk		
week of 1/1/ 2010- 1/2/2011		
Park Grounds	Total # of Hours	

Snow removal by Dumpster	2	
Christmas Décor Removal	1	
Park House Updates:		
Exterior/Interior Installation	5	
Upstairs Bathroom Plumbing, floor installation and wall renovation	15	
Kingwood Township Website Updates	2.5	
Kingwood Township Community Day Planning	5	
	30.5	
Comments on Community Day Planning		
Please see draft brochure		
In addition to Sponsorships and vendor donations, do we want to create a fundraiser at this event?		
Please confirm date and time and place for Community Day meetings starting this month.		
Personal Request:		
Request to use Pavillion in the evening of Saturday June 11th for Lisa Marie's 40th B'Day party- DJ from 7pm-midnight with some overnight camping for out-of-state visitors.		

February, to March 2011 Report

Park Directors read aloud and explained the following report:

Kingwood Park Directors Report
Jamie & Lisa Marie Weinschenk
week of 2/1/ 2010- 3/1/2011
<u>Park Grounds</u>
Community Day Brochure Draft 1 and 2
Kingwood Township Website Updates/file downloads
Camp Ground twig, branch and bark clean up and fire pit moved
Shed clearing of old appliances (ready to be picked up) –Heidi
Marketing Signage for Bocce Ball and Events (see signboard by Bocce Court)

<u>Park House Updates:</u>
Installation of bathroom faucet and plumbing cleaning
Basement Clearing for Alfie's pipe reconfiguration
<u>Park Director Request:</u>
1. Home and Travel Practice and Game Schedule for Spring
2. Request for Dave H. to help us get state supplies of trash liners and paper supplies for the park 2011 season ordered
3. Request for Park Vehicle Maintenance
4. Request for Park Machines to be Maintained before March 31
<u>Community Day</u>
1. RC Car Workshop and Demo - Peter Oesterwinter (Discussion Only)
2. Laser Light Workshop and Demo- Kyle Brown (Discussion Only)

The Committee members discussed several options and solutions with the Park Directors, as far as, their projects they will be working on at the park this spring. There was a discussion on the trees along the walking trail and that they need to be piled up and put somewhere in the park. The Park Directors asked for advice on where to put the pile. Dave Hewitt stated that the scouts use it for their camp fires and to keep it in the woods for them to use. Park Directors requested a schedule for the fields so that they will be able know whether to schedule the fields or not. Chuck Kolvites noted that they do not get a schedule early from them, but will see that they receive one as soon as they receive one. The Park Directors requested that the park vehicle be maintained so that they will be able to use it, since their vehicle has been damaged. Lisa Marie would like the mowers to be ready to go to use before the end of March. Jim Burke noted that he will speak to the Public Works employees regarding fixing the mowers for the spring mowing.

Lisa Marie explained that Peter Osterwinter would like to come to discuss with the Committee about having a RV demonstration at Community Day.

Buildings and Grounds:

A Copy of a Note from the Kingwood Park Directors – To be Published in the Kingwood Township Chronicle this Spring Time.

9.

Lisa Marie read aloud her note to be in the Township Chronicle:

A Note From the Kingwood Park Directors:

In just a few weeks the deep snow that lies atop Kingwood Park will melt into the fields and within days after, the grass will grow and children playing soccer and softball with parents gathering and walkers enjoying the path will fill the park. We want everyone to be able to enjoy the park at all times, its beauty and cleanliness makes it more inviting for all to enjoy. We encourage everyone to use the recycle cans for recycled bottles and cans while both on the fields and while enjoying the Pavilion. We request that children 12 and under only play on the playground area. The hardware is only strong enough for little bodies and repairs can be costly.

Finally, we invite everyone to call the park office at 908-996-0448 to schedule a pavilion event or to speak with us in person regarding any issues or problems. The Park Office door is located adjacent to the Bocce Ball Court behind the private residence home.

Thank you for your patronage and we look forward to seeing you!

Lisa Marie and Jamie Weinschenk

Draft Brochure for Community Day – By Lisa Marie

(A Copy is attached to the minutes of this meeting)

Donations

N/A

Movie Night

Discuss Plans for Future Movie Nights and Dates – Pick Movies to Be Played

There was a brief discussion on movie night, how many dates they will schedule throughout the summer. There will be more discussed at the April meeting.

Egg Hunt

Preparation for Event

Diane Hanley noted that she is working on the prizes. She went to Toy Kingdom and picked up many prizes for the egg hunt that were on sale. She stated that very thing seems to be almost ready.

10.

Community Day Preparation – September 17, 2011

Subcommittees – To Meet Every Third Thursday of the Month at 7:00PM at Scotty’s Steak House

Chairman Ron Hartpence reviewed what was discussed at the last subcommittee meeting.

Senior Dinner – November 2011

Senior Dinner - November 5th, 2011 – Letter Confirming Park and Rec. Participation at the Kingwood Methodist Church

Secretary Keller reviewed the date scheduled for the Senior Dinner. She noted that she will write a letter confirming that the Parks and Recreation Committee will participate at the Senior Dinner at the Methodist Church on November 5, 2011.

Correspondence

Chairman Ron Hartpence reviewed the following correspondence:

Copy of Memo to Township Committee from the Park and Rec. Comm. – Re: Old Fairview School House

Copy of Letter to Walmart of Flemington – Thank you for Gift Certificate

Copy of Letter to Ron Heck re: Approval of the Use of Facility of OFVS for Feb –May 2011

Copy of Thank you Letter to Ian White, Music Teacher at the Kingwood School for his Band that Played at Tree Lighting

Copy of Letters to Ron Heck and Donna Giamie re: Closing of the Old Fairview School House

Other Matters

Diane Hanley left the meeting at 9:30PM.

Anthony Gioffre proposed a request that the Bocce Team would like to get approval. This proposal is for a memorial pole barn pavilion building in memory of Anthony DeSapio Sr. to be built and put up near the bocce board area. He said that he will bring the proposal with all the permits and present it to the committee for their review. He will also go to the building inspector for permits and approval.

11.

Antimo Russano commented on the reasons for the dedication and memorial building for Anthony DeSapio. He noted that the Italian American Club is willing to donate a lot of money for this project, which will go towards remembrance of Mr. Anthony DeSapio, who was very involved in the Italian American Club, and who has done a lot to get the park started in the Township. Anthony Gioffre stated that there will be several tournaments scheduled this spring and summer, and he would like the committee to give an approval for the project, so that they can get started on the construction of the pavilion.

It was moved by James Burke, seconded by David Hewitt and carried to approve for the construction of a memorial pavilion to match the already existing large pavilion in memory of Anthony DeSapio Sr., who was so devoted to the Bocce, the Italian American Club, and also was a large part of obtaining the property for a park for Kingwood Township.

Roll Call Vote:	Aye	- J. Burke, D. Hewitt, H. Diminick, C. Kolvites, A. Russano, R. Hartpence, C. Niciecki, J. Ferrara
	Nay	- None
	Abstain	- None
	Absent	- D. Hanley

ADJOURNMENT

It was moved by James Burke, seconded by David Hewitt and carried to adjourn the meeting at 9:40PM. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

**Cynthia L. Keller,
Parks and Rec. Secretary**