

**PARKS AND RECREATION COMMITTEE
REGULAR MEETING MINUTES**

April 6, 2011

7:00PM

CALL TO ORDER

The meeting was called to order by Chairman Ron Hartpence at 7:08 PM 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
Antimo Russano
Heidi Diminick
Jeff Ferrara
Diane Hanley (arrived at 7:27pm)
Cynthia Niciecki (arrived at 7:32pm)
Jack Niciecki (arrived at 7:32pm)
Park Director:
Lisa Marie Weinshenk

Absent

James Spinelli
Eugene Hill
Joe Agaccio
Anthony Gioffre
Chuck Kolvites
Lee Frank

2.

Public Comment and Privilege of the Floor

David Bacon – Summer Science Camp Approval

Mr. Bacon presented his information on his 2011 Science Camp at the Kingwood School. He reviewed the price to be brought up to \$35.00 a child per session.

It was moved by David Hewitt, seconded by Heidi Diminick and carried to approve Mr. Bacon’s Science Camp at the Kingwood School at the price of \$35.00 per child per session.

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

DVAA – Mike to speak to the Park and Recreation Committee

Will not be having the opening this weekend due to the weather. He talked about the locations for the batting cages. He explained that he walked around the park with several of the park and rec members. He asked if he could get the turph conditioner to come this week and have it stored at the park. There was a lengthy discussion with Mike regarding the details of the materials for the ball park, also discussed plans with Park Director who was present, Lisa Marie Weinchenk.

Paul Aemisegio - Present to Get Permission to Use the Park - Run Daddy Run 5K Race June 18th or June 19th

Paul Aemisegio was present at the meeting and handed out information regarding the Run Daddy Run 5K Race. He explained all the benefits that the proceeds go towards. He explained the time and schedule they have planned. Park Director Lisa Marie suggested that he try to get the Community of Kingwood involved for next years 5K race, and to advertise it more so that Kingwood residents could participate. Chairman Ron Hartpence asked if he would be able to give the park a hand by cleaning up the afterwards. Park Director Lisa Marie gave Mr. Aemisegio an application for the use of the park facility for that date. The Committee members all agreed that he would be able to have the race on that date he has requested. There were some suggestions from the Committee that his organization should give the park a donation for his use of the park for that day. The Committee thanked Mr. Aemisegio for coming and reviewing his plans for the 5K Race on June 18, 2011.

3.

It was moved by Antimo Russano, seconded by Jeff Ferrara and carried to approve the 5K Run Daddy Run Race scheduled for June 18th, 2011 and a rain date of June 19th.

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

Karen Greenwell from the Kierson Farm - Present to Speak to the Committee re: Community Day and Horse Rides

Karen did not attend the meeting this evening.

New and Pending Business

Motion to Approve the Minutes of March 2, 2011 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by David Hewitt, seconded by James Burke and carried to approve the March 2, 2011 Regular Meeting minutes for the Parks and Recreation Committee.

Comments: There was a question in the minutes on page #2, first paragraph whether Mr. Heck donated \$3,600 last year towards charities or if the amount was \$36,000. Secretary Keller to look into the amount.

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

Motion to Approve the amount of \$656.78 to Diane Hanley for Supplies for Annual Easter Egg Hunt

It was moved by David Hewitt, seconded by Heidi Diminick and carried to approve the amount of \$656.78 to Diane Hanley for Supplies for the Annual Easter Egg Hunt.

4.

New and Pending Business Continued

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

Motion to Approve the Amount of \$60.00 to Ian White for Music Lessons at the Kingwood Township School

It was moved by David Hewitt, seconded by Diane Hanley and carried to approve the amount of \$60.00 to Ian White for Music Lessons at the Kingwood Township School.

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

Old Business

Old Fairview School House Usage - Update

There has been no response from the Yoga Instructor regarding the letter that had been sent out to her regarding the building closing to profit businesses on June 30th.

Eagle Scout Project at the Kingwood Park – Keith Augustine – Native Garden (Letter Attached)

Park Director, Lisa Marie mentioned she does not know anything about this project. The Park and Recreation Committee would like Keith Augustine to come and speak to them about the final plans, present a design and to get a final approval from the Committee. The Committee would like the secretary to write a letter to Keith Augustine explaining what they would like before this project is started.

Ron Heck – Submitted Application for Facilities and Insurance Certificate for the Use of the Kingwood Township Park to Conduct Karate Lessons - 2011

The Committee reviewed Mr. Heck’s application and they have approved the request for the use of the Kingwood Township Park Grounds for the months of June, July and August of 2011 from 5:00pm to 8:00PM.

5.

The Committee members asked Secretary Keller to call Mr. Heck and remind him to update his insurance certificate, as it will be expired at the end of April.

It was moved by David Hewitt, seconded by Diane Hanley and carried to approve the use of the Park Facility for the months of June, July and August 2011 from 5:00pm to 8:00pm.

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

Operations and Reports:

Park Director Lisa Marie was present and reviewed the following Report:

Park Director Report for March 2011

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| 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) |
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| <u>Park House Updates:</u> |
| Installation of bathroom faucet and plumbing cleaning |
| Basement Clearing for Alfie's pipe reconfiguration |
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| <u>Park Director Request:</u> |
| 1. Home and Travel Practice and Game Schedule for Spring |

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| 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 Maintened before March 31 |
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| <u>Community Day</u> |
| 1. RC Car Worshop and Demo - Peter Oesterwinter (Discussion Only) |
| 2. Laser Light Worship and Demo- Kyle Brown (Discussion Only) |
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Buildings and Grounds:

Lisa Marie asked the Committee members what they plan on doing with the floor of the pavilion. She stated that it is bubbling up and peeling up from the winter months. They discussed what they will do to fix the pavilion floor. Jim Burke stated that it may be worth it to repaint the floor. He offered to pick up a can of paint. Lisa Marie requested that the Park and Recreation Committee order more signs stating clean up after your dog. Cindy Niciecki, who is also a member of the Environmental Commission, and the Township’s Clean Community Coordinator, stated that she has ordered dog waste bags and a dispenser to be put up at the park. She explained that these will be available for the dog owners to take a bag with them and clean up after their dogs while walking around the park. Cynthia Niciecki brought to the meeting the bags and dispensers so everyone was able to see what they look like. Lisa Marie discussed several things that the Park and Recreation Committee will be helping them out with at the park, along with the Public Works Department.

Donations

\$100.00 Donation for use of the fields for the spring and summer months from Girls on the Run (Girls Institute of Empowerment)

Chairman Ron Hartpence reviewed.

Movie Night

Movie Nights – Pick Movies to Be Played

7.

Ron explained that he asked Secretary Keller to contact the Township attorney, as far as, the rules for showing movies. He handed out the e-mail of the rules from the attorney to all the members. The members stated that movie night will be tabled until further information is obtained.

Egg Hunt

Preparation for Event

Diane Hanley stated that the coloring of the eggs is scheduled to be next week on the Thursday, April 14th, at 7:00pm at the Kingwood Fire House. She discussed all the details of the preparations that she has worked on so far for the event. The Egg Hunt is scheduled for April 16th at 1:00PM. Rain or Shine. The Committee discussed the flyers, signs, prizes, and materials they may need for that day.

Telephone at the Park – Payphone

Secretary Keller asked the Committee if they were interested in keeping the payphone at the park. She explained that the auditors were at the office today and suggested that since everyone has a cell phone, it is not worth it for Township to pay \$35.00 a month for the payphone.

It was moved by David Hewitt, seconded by Antimo Russano and carried to approve to remove the payphone from the pavilion at the park, which will save the township \$35.00 per month.

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

Community Day Preparation – September 17, 2011

Update from Subcommittee: Third Thursday of the Month at 7:00PM at Scotty's Steak House (Discuss – Community Day, Decide on Fireworks Company)

The Committee members reviewed the entertainment that will be at the park. There was a discussion on helicopter rides over the river, as a request received by the Park Director. The Committee asked for more information. Chairman Ron Hartpence reviewed the letter that is sent to all the vendors each year and also the letter to business owners for their donations. There was a discussion on who the Township will hire for the fireworks on Community Day. The Committee all agreed to stay with Garden State Fireworks for the display.

8.

It was agreed to stay with the price of \$4,500 for the display. There was a discussion on looking for an amusement ride company that may be cheaper than last year. Park Director, Lisa Marie will look into finding another company with similar rides for Community Day as the company the Township used last year. There was a discussion on a lazier show being shown right before the fireworks. Lisa Marie explained what was discussed at the subcommittee meetings, as far as, fund raising for the park. She suggested that the Parks and Recreation Committee do fundraisers to make money for the park and for Community Day.

Copy of Letter to Businesses for a Donation for an ad and Copy of the Sponsorship Form

Chairman Ron Hartpence reviewed.

Senior Picnic – Saturday, June 4th, 2011 at 12:00PM

Chairman Ron Hartpence reviewed the following letters:

Copy of Letter to Shop Rite for a Donation for the Senior Picnic in June
Copy of Letter to Senior's Invitation to Picnic

Diane Hanley left the meeting at 9:00PM.

Senior Dinner – November 2011

Ron Hartpence reviewed the following letters:

Copy of Letter to Kathy Bauer, from the Kingwood Methodist Church re: Senior Dinner Regarding Confirmation on Dinner

Copy of letter from Kingwood Methodist Church in Response for the Senior Dinner Price for Each Senior to remain at the same price of \$12.00

Updated List of Activities for 2011

Dave Hewitt handed out the updated list to all the members.

Correspondence

Copy of Letter to Ms. Amy Weckesser re: Old Fairview School House from the Mayor

Chairman Ron Hartpence reviewed.

9.

Other Matters

ADJOURNMENT

It was moved by Antimo Russano, seconded by David Hewitt and carried to adjourn the meeting at 9:00PM. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

Cynthia L. Keller,
Secretary