

**PARKS AND RECREATION COMMITTEE  
REGULAR MEETING MINUTES**

**June 1, 2011**

**7:00PM**

**CALL TO ORDER**

The meeting was called to order by Committee member, James Burke at 7:03 PM. James Burke 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 13<sup>th</sup>, 2011, and by telefaxing a copy of the notice to the Star Ledger, and the Express Times on January 8<sup>th</sup>, 2011. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on January 8<sup>th</sup>, 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 (arrived at 7:25)  
Cynthia Niciecki  
Antimo Russano  
Heidi Diminick  
Anthony Gioffre  
Chuck Kolvites

**Absent**

James Spinelli  
Eugene Hill  
Jeff Ferrara  
Jack Niciecki  
Joe Agaccio  
Lee Frank  
Diane Hanley  
Ronald Hartpence

Park Director:  
Lisa Marie Weinshenk

2.

**New and Pending Business**

Motion to Approve the Minutes of May 4, 2011 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by Cynthia Niciecki, seconded by Chuck Kolvites and carried to approve the May 4, 2011 Regular Meeting minutes for the Parks and Recreation Committee.

<b>Roll Call Vote:</b>	<b>Aye</b>	- <b>Burke, Kolvites, Russano, Niciecki</b>
	<b>Nay</b>	- <b>None</b>
	<b>Abstain</b>	- <b>Diminick</b>
	<b>Absent</b>	- <b>Hartpence, Ferrara, Hanley, Hewitt</b>

Monthly Budget Report – From Diane Laudenbach

Jim Burke briefly reviewed.

Motion to Approve the Amount of \$400.00 to Ian White for Music Lessons at the Kingwood Township School for the month of May 2011. (Check#2347 replaced the lost check of \$140.00)

It was moved by Heidi Diminick, seconded by Chuck Kolvites and carried to approve the amount of \$400.00 to Ian White for Music Lessons for the Month of May at the Kingwood Township School.

<b>Roll Call Vote:</b>	<b>Aye</b>	- <b>Burke, Kolvites, Russano, Niciecki</b> <b>Diminick</b>
	<b>Nay</b>	- <b>None</b>
	<b>Abstain</b>	- <b>None</b>
	<b>Absent</b>	- <b>Hartpence, Ferrara, Hanley, Hewitt</b>

Motion to authorize the Township's C.F.O D. Laudenbach to write a letter to a business interested in matching a donation towards the Parks and Rec. Bocce Club and note that the Township is a non-profit organization.

Andy Russano explained what this was all about to everyone.

It was moved by Antimo Russano, seconded by Heidi Diminick and carried to write a letter to a business interested in matching a donation towards the Parks and Rec. Bocce Club and note that the Township is a non-profit organization.

3.

<b>Roll Call Vote:</b>	<b>Aye</b>	- <b>Burke, Kolvites, Russano, Niciecki Diminick</b>
	<b>Nay</b>	- <b>None</b>
	<b>Abstain</b>	- <b>None</b>
	<b>Absent</b>	- <b>Hartpence, Ferrara, Hanley, Hewitt</b>

### **Public Comment and Privilege of the Floor**

Eddy Kapper from the DVAA was present to thank the committee members for everything they did to help out on the baseball fields. There was a brief discussion regarding the fields and how happy the DVAA member's are with the maintenance that has been done with them. Jim Burke stated that they will keep the conditioner in the shed so they will be able to use it as they need it.

David Hewitt arrived and took over running the meeting at 7:25PM.

Motion to Authorize Payment for Bocce Tournament Placements Winners: 1<sup>st</sup> Place: \$300 to Tom Hurban, 2<sup>nd</sup> Place: \$200 to John Cacciamani, and 3<sup>rd</sup> Place: \$100 to Richard Marinno

It was moved by Heidi Diminick, seconded by Jim Burke and carried to authorize payment for Bocce Tournament Placements Winners: 1<sup>st</sup> Place: \$300 to Tom Hurban, 2<sup>nd</sup> Place: \$200 to John Cacciamani, and 3<sup>rd</sup> Place: \$100 to Richard Marinno.

<b>Roll Call Vote:</b>	<b>Aye</b>	- <b>Burke, Kolvites, Russano, Niciecki Diminick, Hewitt</b>
	<b>Nay</b>	- <b>None</b>
	<b>Abstain</b>	- <b>None</b>
	<b>Absent</b>	- <b>Hartpence, Ferrara, Hanley</b>

### **Recommend Background Check for Coaches for Recreation Leagues**

Cynthia Niciecki recommended that the park and recreation committee do background checks for coaches that use the park for their team sports. Chuck Kolvites stated that the soccer leagues have their own insurance, and feels this is not needed.

### **Project Graduation: Heidi Diminick - Re: Donation**

Heidi Diminick explained what project graduation was all about. She stated that every year they go out and ask for donations from different businesses and organizations, and also neighboring towns for donations. She stated that this is an alcohol free cruise around Manhattan for seniors of the Delaware Valley High School. She stated that they need to collect \$26,000 dollars a year for the trip to even happen. She noted that all of the donations are for next year's trip. She explained several ways they collect and make the money. She asked if the Park and Rec. Comm. would be able to donate to Project Graduation. David Hewitt stated that it has already been planning in the Park and Rec. budget for \$100.00 for this year.

4.

It was moved by Jim Burke, seconded by Antimo Russano and carried to approve a donation in the amount of \$100.00 from the Parks and Recreation Committee towards Project Graduation for the Delaware Valley High School Seniors graduation cruise trip.

<b>Roll Call Vote:</b>	<b>Aye</b>	- <b>Burke, Kolvites, Russano, Niciecki Diminick, Hewitt, Gioffre</b>
	<b>Nay</b>	- <b>None</b>
	<b>Abstain</b>	- <b>None</b>
	<b>Absent</b>	- <b>Hartpence, Ferrara, Hanley</b>

### **Fishing Derby – Saturday, June 11, 2011 – 9:00am – 12:00pm**

#### Discuss Preparations for Derby

There was a discussion on who would be in attendance on the day of the Derby. Lisa Marie and Jamie Wienschenck offered to help on that morning to setup. Chuck Kolvites has volunteered to bring drinks. Heidi Diminick offered to help out at the Derby. David Hewitt offered to pick up the bait. He noted that they will be serving hotdogs and drinks. He stated that the signs are already setup on roads so that the residents will be able to find the Kingwood Pond. He also stated that he has a first aid kit in case of an emergency. Dave told everyone that he will be at the pond early to setup.

#### **Old Business**

N/A

#### **Operations and Reports:**

##### Park Director Report for May 2011

Lisa Marie Weinschenk read aloud their report for May 2011. This Report is attached to the back of these minutes.

##### Inform Park Directors – Incident Reports

Secretary explained that there were incident reports given to the Township at a seminar with the Township's insurance company. She will get the correct forms from Clerk MacConnell and give copies to the Park Directors in case of an emergency.

#### **Buildings and Grounds:**

##### Park Directors – Update

5.

Park Director Lisa Marie stated that there was a request from Kristen Plass, to use the pavilion at the park every Saturday morning during the month of July. She explained that she also has a request to use the park on Mon, Tue, and Wed evenings in July from 7pm – 8pm at night. The Committee members requested that Lisa Marie ask Kristen Plass if she has a business, and is charging for her classes, if so she needs to get approval and bring a business agreement or a non-profit 501C3 form that must be given to the Parks and Recreation Committee. The Committee agreed that she could use the park if she comes to get approval and hand in her paperwork.

There was a very long discussion on the possibility to not allow dogs on the park grounds if people do not clean-up after their dogs. Lisa Marie Wienschenk suggested that a sign be put up with rules from the Township. After a very long discussion regarding the problem, the Committee agreed to make the park a dog free park.

It was moved by Chuck Kolvites, seconded by Antimo Russano and carried to recommend to the Township Committee Members to make the Kingwood Township Park a dog free park as of August 1, 2011. **All** voted **Aye** on **Roll Call Vote**.

It was moved by Antimo Russano, seconded by Heidi Diminick and carried to send a letter of recommendation to the Township Committee to adopt an ordinance enforcing the rules that no dogs will be allowed on the Kingwood Park grounds as of August 1, 2011. **All** voted **Aye** on **Roll Call Vote**.

It was moved by Chuck Kolvites, seconded by Antimo Russano and carried to authorize the Township to order two signs stating “no dogs allowed on park grounds” spending a total of \$150.00.

<b>Roll Call Vote:</b>	<b>Aye</b>	- <b>Burke, Kolvites, Russano, Niciecki Diminick, Hewitt, Gioffre</b>
	<b>Nay</b>	- <b>None</b>
	<b>Abstain</b>	- <b>None</b>
	<b>Absent</b>	- <b>Hartpence, Ferrara, Hanley</b>

### **Donations**

Donation from the Skylands Community Bank in the Amount of \$25.00 towards the Senior Picnic

David Hewitt reviewed.

Donation from a Local Non-Profit Organization in the Amount of \$500 towards the Bocce Project

David Hewitt reviewed.

6.

**Community Day Preparation – September 17, 2011**

Update from Subcommittee: Third Thursday of the Month at 7:00PM  
(Note from Chairman Ron Hartpence)

Park Director Lisa Marie reviewed what is on the list so far for Community Day.

David Hewitt discussed music with Bob Case and his DJ performance. The Committee stated that they are not interested in a DJ for Community Day if he is asking for payment for playing. Lisa Marie noted that no other bands are charging the Township for their entertainment on Community Day. Dave Hewitt will contact Bob Case and inform him the decision the Park and Recreation Committee has made.

**Motion and Approval for the Use of Party Perfect Amusements Rental in the amount of \$6,598.50 for Community Day**

Jim Burke reviewed the rides that he and Park Director Lisa Marie have decided would be best for all ages for Community Day. He stated that he had spoken to Pauline from Party Perfect regarding the rides. Jim Burke reviewed the agreement from Party Perfect with the Committee Members. He suggested that they hire an attendant rather than have volunteers stand by the rides all day long. He explained that it is hard to keep an eye on a young person who is tending to the ride. There was a discussion on the tickets vs. the wristbands. The Committee Members feel that the wristbands caused more problems. Jim Burke feels it would work out better to sell tickets individually for each ride. He stated that the wristbands are expensive if people decide to stay an hour, or if they come late and they have to pay the full price of a wristband . He reviewed different prices for the tickets, and how many tickets each ride should be. Lisa Marie suggested 20 tickets for 20 dollars. Heidi Diminick will go to another fair to get an idea of what other people charge for their tickets and rides. There was a suggestion to put a sign up stating that the charge for the rides will help the Park pay for the rental of the rides. It was agreed that they would charge \$1.00 a ticket, and that each ride would start at three tickets per ride, and go up to 5 tickets depending on each one.

It was moved by Antimo Russano, seconded by, Heidi Diminick and carried to approve for the rental of Party Perfect Amusements with attendants in the amount of \$6,598.50 for Community Day.

<b>Roll Call Vote:</b>	<b>Aye</b>	<b>- Burke, Kolvites, Russano, Niciecki Diminick, Hewitt, Gioffre</b>
	<b>Nay</b>	<b>- None</b>
	<b>Abstain</b>	<b>- None</b>
	<b>Absent</b>	<b>- Hartpence, Ferrara, Hanley</b>

**Senior Picnic – Saturday, June 4<sup>th</sup>, 2011 at 12:00PM**

7.

Invitation Letter Sent to All Kingwood Seniors  
Discuss Last Minute Details - Antimo Russano

Andy Russano discussed all the food that would be served at the Senior Picnic. He noted that the donations are from Shop Rite, Café Maria, Marinelli, Dillys Corner, Two Brothers, Scott's Steakhouse, baked beans by Jim Burke, and several other businesses that donated door prizes. He explained that he will be getting tables from the Old Fairview School House to use for the event. Several members stated they will be there to help out on Saturday.

**Senior Dinner – November 2011**

No discussion.

**Annual Town Wide Yard Sale – October 1<sup>st</sup> and 2<sup>nd</sup>, 2011**

No discussion.

**Correspondence**

Co-Chairman David Hewitt reviewed the following letters:

Copy of Letter to Skylands Comm. Bank – Thank you - Donation for the Senior Picnic  
Copy of Letter to Keith Augustine – Authorizing Project by Park and Rec. Comm.  
Copy of Letter to Canyon Creek Grill – Thank you – Donation for Senior Picnic

**Other Matters**

Jim Burke gave an update of the property that the Township, the State, and the Hunterdon Land Trust contributed to purchase the property on Horseshoe Bend Road. He noted that there was a closing for the property last Thursday. The Parks and Recreation Committee asked if they will be involved in maintaining the grounds. Jim Burke gave the details of what is expected from the State to keep it up, and noted that several equestrian clubs may be interested in helping maintain the grounds. He did explained that the Township will be responsible to watch and maintain the property grounds.

**ADJOURNMENT**

It was moved by Heidi Diminick, seconded by Antimo Russano and carried to adjourn the meeting at 9:48PM. **All** voted **Aye** on **Roll Call Vote**.

**Respectfully submitted,**

**Cynthia L. Keller,**  
**Secretary**