

**PARKS AND RECREATION COMMITTEE  
REGULAR MEETING MINUTES**

**September 7, 2011**

**7:00PM**

**CALL TO ORDER**

The meeting was called to order by Chairman Ron Hartpence at 7:07P.M. 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 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 (arrived at 7:10pm)  
David Hewitt  
Heidi Diminick  
Ron Hartpence  
Chuck Kolvites  
Antimo Russano  
Cynthia Niciecki  
Eugene Hill (arrived at 7:34pm)  
Anthony Gioffre  
Jack Niciecki

**Absent**

Diane Hanley  
Jeff Ferrara  
Joe Agaccio  
James Spinelli

2.

**Public Comment and Privilege of the Floor**

N/A

**New and Pending Business**

Motion to Approve the Minutes of August 3, 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 August 3, 2011 Regular Meeting Minutes for the Parks and Recreation Committee.

<b>Roll Call Vote:</b>	<b>Aye</b>	<b>-Hartpence, Hewitt, Diminick, Kolvites, Russano, Niciecki</b>
	<b>Nay</b>	<b>-None</b>
	<b>Abstain</b>	<b>-None</b>
	<b>Absent</b>	<b>-Burke(arrived at 7:10pm), Hanley, Ferrara</b>

Motion to Approve the Amount of \$ to Ian White for Music Lessons at the Kingwood Township School for the month of August, 2011

No invoices were submitted at this time for the month of August.

Monthly Budget Report for August – From Diane Laudensch

Chairman Ron Hartpence reviewed the budget report for Parks and Recreation for August.

There was a discussion on the BJ's Credit Card and the membership renewal. The Parks and Recreation Committee would like to not renew the membership for next year. They noted that if the Township is interested in keeping the membership, they will need to renew it by approval and funds from the township not park and recreation. There was a question regarding the charges for the postal costs and why the charges were on the park and rec. account. Secretary Keller explained that all the mailings and correspondence to do with the park and rec are taken out of that account and each department is responsible for paying for their own mailed items.

**Bocce News**

Annual Bocce Tournament – Community Day

Andy Russano reported that he has six teams so far for the tournament. He ordered donuts and bagels from Shoprite for the morning of Community Day.

3.

Update on the Bocce Pavilion

There was a brief discussion on the update of the progress of the pavilion. The members are still waiting for all the donations to come in before they start the project.

**Old Business**

Eagle Scout Project Completed – Dedication Scheduled for Community Day

Ron Hartpence will be meeting with Keith Augustine after Community Day to discuss planting other plants and flowers around the park to complete Keith Augustine’s project. Ron Hartpence stated that the first stages of the project have been completed.

**Operations and Reports:**

Park Director Report for August 2011

Park Director Lisa Marie Weinschenk read aloud the following report for August:

**Kingwood Park Directors Report**

**Jamie & Lisa Marie Weinschenk**

**weeks of 8/3/11 - 9/7/11**

**Park Grounds**

Cut Grass
Post clean up to 8/4, 8/6, 8/7, 8/13, 8/14, 8/15, 8/21,8/26,
pavillion events
* (Community Day Outreach and reconciliation of incoming checks)
* (Community Day Program Book Development)
<b><u>Park Updates:</u></b>
Help needed with broken bench by the new garden before Comm Day
Status request to committee on the two iron poles at the basketball court area BEFORE Community Day?
Removal of Large Refrigerator Unit in Pavilion (will someone help remove it before Community Day?

Mulch Delivery Before Community Day?
<b><u>Community Day Review</u></b>
Can Ron or Jim go over the area for the helicopter take off and landing on Friday?
Garbage Duty Time Slots?
New Banner Sign Needed for Ticket Prices
Do we make a sign for Teather Rides? Helicopter Rides?
<b><u>Communtiy Day Update</u></b>
See attached incoming vendors and ads.

**Buildings and Grounds:**

Park Directors – Update

The Committee Members discussed what appliances need to be replaced at the park for the pavilion kitchen. It was discussed that a few items may be donated to the park. There was a discussion where a fridge or freezer would be placed and hooked up.

Lisa Marie discussed a problem with the roof at the park residence, and explained that there is leakage that needs to be repaired. Jim Burke stated that he will look into storm damage from the insurance company for the hurricane damage to the roof.

**Donations**

\$4000 Received as a Donation for Pavilion at the Park – Anonymous Donor

There was a brief discussion on the very generous donation for the pavilion to be constructed at the park for the bocce court.

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

Update from Subcommittee: Third Thursday of the Month at 7:00PM

5.

The Committee Members talked about their plans for Community Day. They discussed several of the items that they will need and where they are located.

Ron Hartpence will be meeting with the people for the Helicopter this Friday, September 9<sup>th</sup> to discuss the location and rules and regulations.

David Hewitt noted that the Scouts are all ready to do the parking on Community Day.

There was a discussion on the need for a booth for selling the ride tickets. There was a suggestion to put up a tent or something similar to sell tickets. The price for the tickets will be a dollar each, and the rides will be three dollars for all the rides except the large rock climbing will be \$5.00.

There was a discussion on radio walkie-talkies to have for Community Day to talk to each other.

There was a discussion on the poster that needs to be made for ride tickets and their prices.

The Committee discussed how to advertise the businesses that donated to support Community Day and also ads they placed in the program.

Jim Burke spoke to the Hot Dog Man, Greg Crance about what he will be bringing. Antimo Russano noted that someone else is cooking hotdogs and that he would be able to cook anything but hotdogs on Community Day. Jim Burke explained that Mr. Crance will be planning on coming to Community Day and stated that he may sell pulled pork sandwiches if no one else is selling them. He will speak to him about what the Park and Recreation Committee discussed.

Chairman Ron Hartpence suggested that the grass be cut at least twice before Community Day. Lisa Marie explained that it has been raining, and that she and her husband Jamie have been mowing every week up until the rain had come a week ago.

Chairman Ron Hartpence stated that he and Heidi Diminick met and cleaned out the closet at the pavilion. They discussed some of the details of what needs to be done. There was a discussion about the insurance company inspecting everything at the park. The Committee Members expressed that no one has heard anything from the insurance company, therefore, they feel everything must be in compliance with park regulations.

Cynthia and Jack Niciecki will be bringing their hay wagon on Friday night before Community Day to set it up.

The Committee Members scheduled the date of Friday, September 16<sup>th</sup> at 6:00 to meet to set up for Community Day.

All members will meet at the park at 6:00pm at the park to set up for community day.

6.

Copy of Aviation Insurance Policy – Sky River Helicopters, LLC

Chairman Ron Hartpence reviewed.

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

Review the Plans for the Day

Chairman Ron Hartpence asked about the signs for the Yard Sale and if Secretary Keller Would advertise for the event in the local newspaper.

Letter of Request: St. Thomas Episcopal Church, Sky Manor Road In Pittstown  
(will be on the list for Annual Yard Sale)

Chairman Ron Hartpence reviewed and the Committee members all approved they church to participate in the Yard Sale.

**Senior Dinner – November 2011**

Letter to be sent out by October 1, 2011

Chairman Ron Hartpence reviewed.

**Correspondence**

Chairman Ron Hartpence reviewed the following correspondence:

Letter from Windsor Soil Company Re: Infield Mix  
Letter to Lisa Maria Weiss – Thank you for Her Help at Senior Picnic

**Other Matters**

Annual Tree Lighting – December 3<sup>rd</sup>, 2011 4:00 – 5:00 PM

There was a discussion on putting several items on the agenda for next month.

(Discuss the Details for Art Contest, Letter to Walmart for Donation)

Secretary to contact teachers at Kingwood School for the Art Contest for the x-mas tree pictures for the annual Christmas lighting.

There was a discussion on sending a letter to Walmart requesting a \$75.00 donation to help out with refreshments for the Tree Lighting.

7.

**Work Session Scheduled:**

Chairman Ron Hartpence noted that there will be a work session on October 8, 2011 to work on the grounds of the park.

**Adjournment**

It was moved by Antimo Russano , seconded by Heidi Diminick and carried to adjourn the meeting at 8:20P.M. All voted Aye on Roll Call Vote.

**Respectfully submitted,**

**Cynthia L. Keller  
Secretary**