

**PARKS AND RECREATION COMMITTEE  
REGULAR MEETING MINUTES**

**October 5, 2011**

**7:00PM**

**CALL TO ORDER**

The meeting was called to order by Chairman Ron Hartpence at 7:06P.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

Dave Hewitt  
Heidi Diminick  
Ron Hartpence  
Chuck Kolvites  
Antimo Russano  
Cynthia Niciecki  
Jack Niciecki

Absent

James Burke  
Diane Hanley  
Jeff Ferrara  
Eugene Hill  
Joe Agaccio  
Anthony Gioffre  
James Spinelli  
Lee Frank

**Public Comment and Privilege of the Floor**

N/A

2.

**New and Pending Business**

Motion to Approve the Minutes of September 7, 2011 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by David Hewitt, seconded by Antimo Russano and carried to approve the Parks and Recreation meeting minutes of September 7, 2011.

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

Monthly Budget Report for September – From Diane Laudenbach

The Committee had a lengthy discussion on the budget report. They discussed the money spent on Community Day and the mailing fees for the recent fall correspondence.

**Bocce News**

Update on the Bocce Pavilion

Antimo Russano reviewed an update on the project. There was a discussion on the permits. He explained the plans they have with the contractor.

**Old Business**

Keith Augustine - Eagle Scout Project - Update

Chairman Ron Hartpence noted that phase one is completed. They are now ready to work on the flowers Keith plans on planting at the park. He explained what Keith plans to do with the daffodils along the driveway. Ron Hartpence suggested that he not plant them along the driveway. He explained that Keith would like to plant it along the chicken coop surrounded by mulch. Park Director Lisa Marie suggested that it be located near the other flower garden, because there is too much traffic with cars and that it is very wet near the chicken coop. Ron Hartpence noted that Keith Augustine and his family will be going to the park this Saturday, October 8<sup>th</sup>, to plant and mulch. He stated that this will be the final part of the Eagle Scout Project.

**Operations and Reports:**

Park Director Report for September 2011

3.

**Park Director Lisa Marie reviewed the following report for September 2011**

<b>Jamie &amp; Lisa Marie Weinschenk, Kingwood Park Dir. Report</b>	
<b>weeks of 9/8/11 - 10/5/11</b>	<b>Total # of Hours</b>
<b><u>Park Grounds</u></b>	
<b>Design, set up and completion of Community Day Program Booklet (Lisa Marie)</b>	<b>4</b>
Cut Grass/ Weedwack	15
Prep for Community Day (picnic grove pavilion twig and leaf clean up)	5
Prep for Community Day (garbage can removals and set up)	3
Post clean up to 9/11, 9/18, 9/19 ( post community day), 9/24, 9/30	9
pavillion events	
A large black and white rodent snake has taken home in a hole under the playground base perimeter	
Lisa Marie called Animal Control for advice on what to do in the event a child was to encounter	
the snake. Tracy said to just buy moth balls to scare it away, she was not permitted to remove it.	
The snake has not been seen daily since the break of the cold weather.	
	<b>36</b>
<b><u>Park Updates:</u></b>	
Removed volley ball net, raked sand and killed weeds	
Mulch delivery?	
Sink hole needs to be filled by the blue soccer closest to the drive path.	
Purchased Mums and planters for Community Day	
Abundance of rain in both August and September has caused the park fields to be saturated with infrequent cuts. Both machines are incapable of cutting in wet conditions. Attempts made to cut have been well after the normal grow time frame causing a lot of hay on the fields.	
We ask the coaches and the community to please be patient with this issue and we hope to have the park field caught up to acceptable conditions before this Sunday, 10/9 if the ground continues to dry up from recent rain days. Until then, the park fields will be closed.	

4.

### **Buildings and Grounds:**

Scheduled Date – Work Session: October 8<sup>th</sup>, 2011 at 9:00a.m. To Spread Mulch and Work on Ball Fields

Chairman Ron Hartpence noted that the weather is predicted to be nice and that the work session will be on for the weekend.

### **Donations**

There was a donation of \$250.00 from the Italian American Heritage Club of Hunterdon County, Inc. to go towards Bocce facilities. Chairman Ron Hartpence read aloud a letter of thanks sent to the Parks and Rec. Committee from the Club for the use of the facilities at the park on October 2, 2011.

### **Community Day Review – September 17, 2011**

There was a discussion on how Community Day. Lisa Marie noted that they started out selling the tickets at the price of \$2.00 a ticket, but the parents did not want to pay that much, so they decided to go back to the wristbands for \$15.00 each for unlimited rides. She noted that this worked out since the park and recreation committee found leftover bands from last year they could use. There was a discussion on getting the local paper to come and take pictures of Community Day festivities and publish them next year.

### **Annual Town Wide Yard Sale of October 1<sup>st</sup> and 2<sup>nd</sup>, 2011 - Review**

Chairman Ron Hartpence stated that he had gone to several locations to check out the yard sales. Park Director, Lisa Marie stated that there were several items left at the park from the vendors that were selling their items. She stated they were left near the soccer shed. Ron Hartpence suggested they put up signs at the Park next year stating – Do not leave any items Carry – In, Carry – Out.

### **Senior Dinner – November 2011**

Discuss Preparations

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

Discuss Preparations :

1.) Schedule work session to prepare for event

5.

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

Chairman Ron Hartpence suggested a work Session be scheduled in November before the Tree Lighting Ceremony. He would like this put on the November 2, agenda to discuss.

**2.) Canvas for the Pavilion**

Chuck Kolvites stated that it would be a good idea to have a canvas cover on the side of the pavilion to keep food and gift decorations dry. The Committee discussed the items they will need for the event.

It was moved by Heidi Diminick, seconded by David Hewitt to purchase to cover 60 feet of tarp canvas and necessary hardware at a price up to the amount of \$650.00.

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

**Letter to Walmart for Donation of Gift Certificate – Sent on October 9<sup>th</sup>, 2011**

Chairman Ron Hartpence suggested sending a letter to the Flemington Walmart also for a donation.

**Secretary Keller – Contacted Kingwood School for Contest**

Secretary Keller explained that she has been in contact with the teachers at the Kingwood School. She asked the Committee Members what they would like to do for the contest. There was a lengthy discussion on the plans for the contest. Lisa Marie Weinschenk, offered to make a sample template for the children to use to start their picture for the contest. The Committee Members all agreed that the pictures should be constructed in school and to have them handed in and back to the municipal building by November 18<sup>th</sup>, 2011, so they can be judged at a special meeting by the Parks and Recreation Committee on November 28<sup>th</sup>, 2011.

**Correspondence**

Chairman Ron Hartpence reviewed the following correspondence:

Copy of Liability Insurance for Count Basie Racing Association/Copy of Check in the amount of \$150.00 for November 26<sup>th</sup> and November 27<sup>th</sup>, 2011.

6.

**Other Matters**

Secretary Keller asked Park Director Lisa Marie what the rules were about the garbage at the park. She noted that there have been several calls asking if it is true they need to remove and take it with them after using the pavilion. Lisa Marie explained no that they just need to wrap it up and put it in the trash dumpsters provided at the park when they are done cleaning up.

**ADJOURNMENT**

It was moved by Antimo Russano , seconded by Heidi Diminick and carried to adjourn the meeting at 8:13P.M. **All** voted **Aye** on **Roll Call Vote**.

**Respectfully submitted,**

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