

**PARKS AND RECREATION COMMITTEE
REGULAR MEETING MINUTES
February 1, 2012 7:00PM**

CALL TO ORDER

The meeting was called to order by Vice Chairman David Hewitt at 7:04P.M. Vice Chairman David Hewitt 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 12, 2012, and by telefaxing a copy of the notice to the Star Ledger, and the Express Times on January 11, 2012. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on January 11, 2012.

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

David Hewitt
Heidi Diminick
Cynthia Niciecki
Jack Niciecki
Antimo Russano
Chuck Kolvites

Absent

Ron Hartpence
Diane Hanley
Eugene Hill
Anthony Gioffre

Also present at the meeting were James Burke, Richard Dodds, Mayor Elaine Niemann, and Diana Haywood.

2.

Privilege of the Floor

James Burke spoke to the Committee and told everyone that he has resigned from the Township Committee and will not be able to serve on the Parks and Recreation Committee any longer. He stated that he is also present to help make the transition for the replacement for his position to Diana Haywood.

Discussion Regarding Park Director

James Burke was present and discussed the process of how the hiring process for a new park director should be done. He explained that he will not be a stranger and that he will be around to help out for Community Day and the Annual Tree Lighting. David Hewitt and Antimo Russano asked about a job description for a park director for the Park. They feel that there should be a description before the advertisement goes in the paper, that way that information can be handed out to individuals that are interested in applying for the job. Mayor Niemann was present and expressed that she would like the advertisement in the paper as soon as possible. The Parks and Recreation will send comments to Secretary Keller to put into a job description.

Horseshoe Bend Road – Richard Dodds

Richard Dodds was present and explained a map of the park and the area of the Kingwood Township's portion and the State's portion. He has been working with the State by drafting a Memorandum of Agreement, which is a narrative description of the park and agreement of what the Township will be able to do on the property. He explained the map and the project description of the Horseshoe Bend Park. He described several areas of the park and also explained several situations that have happened at the park. He also described several organizations that use the park. He stated that the State has trail grants that the Township can apply for to get assistance to do work on the trails. He stated that the boy scouts have gotten grants for trails. He noted that the grants are up to \$20,000. He explained that he will be meeting with the State this week, where they will decide if Bulls Island will have camping on it any longer. He noted that the State is presently purchasing the Cooley property, where camping will be considered. There was also a discussion regarding hunting and when or if it would be allowed. He also stated that they would like to have several dates scheduled for a community input to give their suggestions for the park. Mr. Dodds, would like to make a date this evening and get the Parks and Recreation Committee's suggestions. He stated that there are grants available from the U.S. Soccer League to make fields for sports at the Park. He stated that this would be a great area with better fields for soccer teams to play on during their season. There was a lengthy discussion on who would be in charge of the new park on Horseshoe Bend Road. Mayor Niemann stated that by ordinance the Parks and Recreation Committee is in charge of the funds at this time since this committee has an in and out account. Richard Dodds noted that technically the Parks and Recreation will be in charge of all the parks in Kingwood Township. Heidi Diminick commented on her opinion, and noted that there needs to be more support from organizations in the Township to participate and support a parks committee.

3.

New and Pending Business

Motion to Approve the Minutes of the January 9, 2012 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by Antimo Russano, seconded by Cynthia Niciecki and carried to approve the meeting minutes of the January 9, 2012 Regular Meeting of the Parks and Recreation Committees.

Roll Call Vote:	Aye	-Hewitt, Hartpence, Russano, C.Niciecki, J. Niciecki,
	Nay	-None
	Abstain	-Diminick, Kolvites
	Absent	- Hartpence, Hanley

Approval for Application for Use of Facilities – Ron Heck for the Summer Months at the Park , June, July, August, and first week of September 2012 (carried from last month)

Vice Chairman David Hewitt explained why a letter was sent out to Mr. Heck. He explained that since he has a business and charges money for each student, the Township will have to charge him for the space at the park, unless he mails in his 501c3 form for non-profit organizations. The Committee Members asked Chairman Ron Hartpence to write a letter to Mr. Heck, and include the ordinance that was passed by the Township Committee regarding fees for Park use.

Approval for Application for Use of Facilities – Kim Karsh from the County Senior Health Services – Updated Name and Contact Number of Person Replacing Betty Kenny Senior Health Fitness Coordinator

It was moved by Heidi Diminick, seconded by Antimo Russano and carried to approve Application for Use of Facilities to Kim Karsh for the use of the Old Fairview School House starting March 1, 2012.

Roll Call Vote:	Aye	-Hewitt, Hartpence, Russano, C.Niciecki, J. Niciecki, Diminick, Kolvites
	Nay	-None
	Abstain	-None
	Absent	-Hartpence, Hanley

Motion to Approve to Reimburse Ron Hartpence for the amount of \$146.51 for the Purchase Of Easter Egg Hunt Supplies for 2012

It was moved by Antimo Russano, seconded by Heidi Diminick and carried to reimburse Ron Hartpence for the amount of \$146.51 for the purchase of Easter Egg Supplies for 2012.

4.

Roll Call Vote:	Aye	-Hewitt, Hartpence, Russano, C.Niciecki, J. Niciecki, Diminick, Kolvites
	Nay	-None
	Abstain	-None
	Absent	-Hartpence, Hanley

Motion to Approve Payment to Ian White the amount of \$200.00 for the Kingwood Music Camp

It was moved by Heidi Diminick, seconded by Antimo Russano and carried to approve payment to Ian White in the amount of \$200.00 for the Kingwood Music Camp.

Roll Call Vote:	Aye	-Hewitt, Hartpence, Russano, C.Niciecki, J. Niciecki, Diminick, Kolvites
	Nay	-None
	Abstain	-None
	Absent	-Hartpence, Hanley

Vice Chairman David Hewitt reviewed the following documents he prepared for the new year 2012 events.

(Supplied by David Hewitt):

New Updated List Of Yearly Events and Dates for 2012
Annual Fishing Derby Flyer for June 9, 2012
Kingwood Township Community Day Flyer for 6th Annual Car Show, Sept 15th, 2012

Old Business

Old Fairview School House to Open – March 1st, 2012

Vice Chairman David Hewitt reviewed.

Easter Egg Hunt – March 31st

Vice Chairman David Hewitt reviewed.

Operations and Reports:

Park Opens – Update on Park Director / Residence

Secretary Keller will call the local State Police to notify them that the Kingwood Park residence is empty and to drive through the park each day to check out the park.

Buildings and Grounds:

5.

Community Day Planning

There was a discussion on having a subcommittee meeting the third Thursday of each month at 7:00p.m. to start to plans and discuss Community Day. The next meeting will be on February 16th, 2012

Donation

N/A

Bocce

Antimo Russano noted that June 3, 2012, there will be a Bocce Tournament and that this needs to be on the list of events. Dave Hewitt stated that he will add that to the list and give everyone an amended list at the next meeting.

Correspondence

Vice Chairman David Hewitt reviewed the following correspondence:

Copy of Letter to Ron Heck - January 11, 2012

Copy of Letter to Kathy Bauer from the Kingwood Methodist Church

Flyer from the New Jersey Land Conservation Rally for 2012

Copy of Letter from the Kingwood United Methodist Church – November 3rd, Roast Beef Dinner

Other Matters

Vice Chairman David Hewitt reviewed a few items of information from businesses that he received for advertisement for the Parks and Recreation Committee.

David Hewitt introduced Diana Haywood, who will be taking James Burkes position on the Parks and Recreation. Everyone welcomed Diana Haywood to the Committee.

Richard Dodds mentioned that he had spoken to Mr. Richard Reilly, who was the Santa Claus at the Kingwood Tree Lighting Ceremony. He stated that he spoke to him regarding a community garden that the residents of Frenchtown would be interested in putting in at the Horseshoe Bend Park. He stated that this would be a great place for a community garden to be started at the new park, and for Kingwood residents to participate.

Adjournment

It was moved by Heidi Diminick, seconded by Antimo Russano and carried to adjourn the meeting at 8:45P.M. All voted Aye on Roll Call vote.

Respectfully submitted,

Cynthia L. Keller,
Parks and Recreation Secretary