

**PARKS AND RECREATION COMMITTEE
REGULAR MEETING MINUTES**

May 2, 2012

7:00PM

CALL TO ORDER

The meeting was called to order by Chairman Ron Hartpence at 7:02P.M. 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 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

Diana Haywood
Ron Hartpence
David Hewitt
Heidi Diminick
Chuck Kolvites
Antimo Russano
Cynthia Niciecki
Jack Niciecki

Absent

Diane Hanley
Eugene Hill
Anthony Gioffre

Privilege of the Floor

Chuck Williams from the (DVAA) Delaware Valley Athletic Association was present and wanted to thank everyone for all the help with the batting cages and the baseball fields. He stated that he has been in touch with the park directors regarding the fields. He stated that he has been trying to come to the meetings in case there is anything the Parks and Recreation Committee needs from them. He has volunteered to help in any way he can at the Kingwood Park. The Committee Members all thanked him for coming.

2.

Hunter Birchhead from the Hunterdon County Soil Conservation District was present to speak to the Committee regarding working with the Township and the New Jersey Water Authority to begin a project at the Kingwood Park. He explained a package of information, which is the project they will be working on. It is the Lockatong and Wickecheoke Creek Watersheds Restoration and Protection Plans Proposed Vegetated Filter Strip for the Park. He stated that the park is a very wet area. He handed out the information that describes what they will be doing at the park.

Todd Kratzer from the New Jersey Water Supply Authority was also present and gave an update about the monitoring they are currently working on at the Kingwood Park. He noted that the plan that is being presented this evening is for the Parks and Recreation Committees information. There were several questions from the Committee Members regarding maintenance of the area that was being presented, as this was their main concern. The Committee stated that the concept of the project had been approved approximately about a year ago. Todd Kratzer and Hunter Birchhead stated that the NJDEP will be evaluating this area often. Hunter Birchhead came in to find out if could have permission to send out notices. The Parks and Recreation Committee all agreed and gave their approval.

Horseshoe Bend Park Update – Richard Dodds

Richard Dodds handed out a sheet of the updated work that has been done at the Horseshoe Bend Park and reviewed the following:

Horseshoe Bend Park – Update May 1, 2012

Work to date:

April 14 – Fence Removal

- 300 Feet of fence was removed and the fence and associated posts stored in the large Morton building.
- Many thanks to Jack MacConnell and his John Deere tractor as well as the Nieman, Bernhard, and Rose Families, Kingwood Township School Principal – Rick Falkenstein

April 19 – 2nd Public meeting on Horseshoe Bend Park – Management Plan

- Held at Kingwood Township School
- Approximately 10 people attended
- Article on meeting in Express Times

3.

April 21 – Northern Red Oak Tree Planting:

- 90 trees planted along the northern entrance drive.
- 40 to 50 people attended, including, Girl Scouts, the Kingwood School Rock Band, members of the Kingwood Township Rescue and Fire Departments (they helped water the trees and more), Kingwood Township School Principal and a teacher, Kingwood Township Residents of all ages.
- Donations from the groups listed below helped to make the day a real success – we were done by noon:
 - o Shoprite (snacks)
 - o Home Depot (chicken wire)
 - o Frenchtown Hardware (chicken wire)
 - o Printech of Flemington (flyers)
 - o Hunterdon County Polytech (made the wire cages)
 - o Chuck Kocsis (a truck load of mulch)

April 25 - Clearing the pathway along the fence line at the end of the Leash Free Dog Area

- Removal of multi flora rose and Osage Orange branches along a 120 foot section of fence to easily allow the orange trail to cross the Oak's flag stem.
- Many thanks to Russ Oaks and his Kabota tractor who also put chips down on the path.
 - o Russ also opened the fence line directly across from the path to allow access back into the field.
 - o In addition, Russ mowed a trail around the edge of the field.

April 26 – Holes filled in from April 14 activity.

- Many thanks to Jack MacConnell and his John Deere tractor
- April 27 – Russian Olive (*Elaeagnus angustifolia*) Removal from southern fields of the park.
- 4 acres of land Russian olive and multi flora rose were cleared
- Many thanks to the Pandy Family and Jack MacConnell with their John Deere tractors

Upcoming Activities:

- May 19 and 20 – Lehigh Valley Coursing Club Meet – Leash Free Dog Area closed to the Public.

Ongoing:

- Meeting with NJ DEP Parks and Forestry – Bulls Island – to plan for hunting in the fall – 3rd or 4th week in May
- Memorandum Of Agreement – Being Reviewed by NJ Attorney General's Office

Richard Dodds handed out a draft of the Rules and Regulations form to apply to all the Parks in Kingwood Township. He reviewed the rules and regulations that are out of the current ordinance, which needs to be amended by the Township Committee.

4.

Richard Dodds also reviewed an application for facilities form for the Horseshoe Bend Park that he drafted up to be better applicable for the Horseshoe Bend Park. He noted that there are several questions he needed to review with the Committee and that everyone needs to work together. He noted that they all need to talk about and decide on the usage of the buildings and bathroom facilities at the Horseshoe Bend Park. David Hewitt gave several suggestions for the park and the bath facilities. He offered to call the company named Johny on the Spot for an outhouse to be put up at the Horseshoe Bend Park. The Committee and Richard Dodds will work together on the decisions for the Horseshoe Bend Park.

Sharon Lightner – Resident and Parent

Mrs. Lightner, introduced a woman by the name of Linda Lentine, who is the coach for the Dawgs Cheerleaders. They are interested in using a facility at the Horseshoe Bend Park since space is very limited and they are very needy for a place for the children to practice. She stated that they drive to Easton PA, and Bridgewater NJ to use facilities for practice. She stated that the large building at the Horseshoe Bend Road would be perfect for their practices. She stated that there are many children that participate in the surrounding district. Linda Lentine explained how often the children practice. She noted that it would be perfect so they would not have to travel so far. She explained that they have their own mats that they would be bringing to the building. She also stated that they do many fund raisers to raise money for their organization and promises that they would clean up after themselves.

Richard Dodds discussed the cost of electric at the large building at the park. He stated that it only cost \$.30 for two hours when the building was open for the open public meeting. There was a discussion on heating the building for winter months, and that it would not have to be set that high since they will be moving at practice. The Parks and Recreation Committee stated that they approve for the Cheerleaders to use the building, as long as they pick up after themselves and also that it does not cost more to heat the building than what they are getting for rent. They will have to keep track of the expenses for the building and adjust the rent if necessary. Sharon Lightner stated that they would like to begin using the building the beginning of August and go to the middle of November. Chairman Ron Hartpence asked for suggestions for a price for the rental of the building. Diana Haywood suggested that it may be a good idea to charge as per season. The Committee Members noted that the summer months will be cheaper than the winter months due to the heating of the building. Sharon Lightner stated they will need the building Monday through Thursday for two hours an evening. There was a lengthy discussion on the cost of the building per season. There was a discussion on who would let them in the building or if they would provide a key. Chuck Kolvites suggested a combination key to get in for each organization that would use the building. The Parks and Recreation and Richard Dodds all agreed the amount for rental to charge the Del Val Dawg Cheerleaders would be \$35.00 a day for the season, which would come to a total of \$1,820.00 for the entire season.

It was moved by Antimo Russano , seconded by David Hewitt and carried to approve the Del Val Dawgs Cheerleaders to use the Horseshoe Bend Park large building facility for cheerleading practice at a rate of \$35.00 per session starting August 1, 2012 until November 30th, 2012.

5.

Roll Call Vote:

Aye	- Haywood, Hartpence, Hewitt, Diminick Kolvites, Russano, C. Niciecki, J. Niciecki
Nay	- None
Abstain	- None
Absent	- Diane Hanley

New and Pending Business

Motion to Approve the Minutes of the April 4, 2012 Regular Meeting Minutes
for the Parks and Recreation Committee

It was moved by Heidi Diminick, seconded by Antimo Russano and carried to approve the minutes of the April 4, 2012 regular meeting minutes of the Parks and Recreation Committee.

Roll Call Vote:

Aye	- Haywood, Hartpence, Diminick, Russano, C. Niciecki, J. Niciecki
Nay	- None
Abstain	- Hewitt, Kolvites
Absent	- Diane Hanley

Motion to Approve Payment to Ian White for Music Lessons in the amount of \$225.00 for the
Month of May 2012

It was moved by David Hewitt, seconded by Diana Haywood and carried to approve payment to Ian White for Music Lessons in the amount of \$225.00 for the month of May 2012.

Roll Call Vote:

Aye	- Haywood, Hartpence, Hewitt, Diminick Kolvites, Russano, C. Niciecki, J. Niciecki
Nay	- None
Abstain	- None
Absent	- Diane Hanley

Approval to Reimburse Antimo Russano for the Amount of \$39.22 for Purchasing Supplies for
the Kingwood Park – Community Day

It was moved by David Hewitt, seconded by Diana Haywood and carried to approve reimbursement to Antimo Russano for the amount of \$39.22 for the purchase of supplies for the Kingwood Park for Community Day.

Roll Call Vote:

Aye	- Haywood, Hartpence, Hewitt, Diminick Kolvites, Russano, C. Niciecki, J. Niciecki
Nay	- None
Abstain	- None
Absent	- Diane Hanley

6.

Approval to Purchase three Yard Sale Signs in the Amount of \$35.00 Each. Total of \$105.00

It was moved by David Hewitt, seconded by Chuck Kolvites and carried to approve to purchase of three yard sale signs in the amount of \$35.00 each with a total of \$105.00.

Roll Call Vote:

Aye	- Haywood, Hartpence, Hewitt, Diminick Kolvites, Russano, C. Niciecki, J. Niciecki
Nay	- None
Abstain	- None
Absent	- Diane Hanley

Discuss Fees for Park Use of Facilities at Kingwood Park for Non-Resident Applicants

Chairman Ron Hartpence stated that this will be reviewed next month.

Motion to Approve \$236.00 to DeSapio Construction, Inc. for the Difference Approved at Last Meeting in the Amount of \$700.00

It was moved by David Hewitt, seconded by Heidi Diminick and carried to approve payment to DeSapio Construction for the purchase of \$236.00 for Concrete Mix.

Roll Call Vote:

Aye	- Haywood, Hartpence, Hewitt, Diminick Kolvites, Russano, C. Niciecki, J. Niciecki
Nay	- None
Abstain	- None
Absent	- Diane Hanley

David Hewitt wanted the Committee to know about the parts he purchased for park lighting project, which was a purchase of \$163.23 from Finkles and Son.

Old Business

Updated Annual Schedule List of Events - Dates and Times

Secretary C. Keller supplied everyone with a new updated list.

Senior Picnic - June 2, 2012 12:00 – 3:00PM

Discuss Plans for the Event

Antimo Russano will be handling food for the event. Mr. Russano reviewed the items that will be needed to be picked up, including picnic tables. He stated that door prizes are needed and asked if everyone could go out and ask local businesses to donate door prizes.

7.

Antimo asked Secretary Cynthia Keller, to send a thank you note Marge Augustine for donating a microwave to the park.

Annual Fishing Derby - June 9, 2012

Discuss Planning for Derby

Put on agenda for next month.

Bocce News

Bocce Updates – Andy Russano – Drawing of the Bocce Pavilion

Antimo Russano gave an update of the new bocce pavilion. He reviewed the copy of the drawing he had for everyone. He stated that it is all completed and looks very good. He noted that on May 13, 2012 landscapers will be coming to plant donated shrubs around the pavilion. He stated that on May 20, 2012 at Kingwood Park the Bocce Club will be having a dedication ceremony for the Antonio DeSapio Memorial Bocce Pavilion to be held at 1:00PM with the ceremony starting at 2:00PM. He asked everyone to please attend.

Update on Horseshoe Bend Park

Copy of Use of Facilities Form for Kingwood Township – Richard Dodds for April 21, 2012

Richard Dodds reviewed earlier in the meeting.

Operations and Reports – Park Grounds

There was a lengthy discussion with the Park Directors regarding different items that need to be taken care of around the park. Jeffrey Frischer noted that the grill on the large barbecue is all rusted and falling apart and needs to be replaced. Chuck Kolvites had a few questions regarding the message on the answering machine and the closing of the fields for the coaches and teams. He suggested that the park be either closed or left open depending on the weather and the condition of the fields.

Copy of Insurance Certificate from Jeffrey Frischer and Brenda Bishop – Wedding in May

Chairman Ron Hartpence reviewed the certificate of insurance and the Resolution adopted by the Township Committee for the allowance of Beer at the wedding for Jeffrey Frischer and Brenda Bishop at the Kingwood Park. He thanked Jeffrey and Brenda for the insurance certificate.

Report for April – Park Directors Brenda Bishop and Jeffrey Frischer

The following Report was reviewed by Park Directors:

11.

Buildings and Grounds

Schedule Date for Work Session – Signs and Trees Need Repair

Chairman Ron Hartpence asked if May 8th, 2012, Tuesday at 6:00pm would be a good day for everyone to come help. Everyone agreed on the date of May 8th to come and work at the park for a work session.

Community Day Planning

Subcommittee Meets Third Thursday, May 17th, 2012 7:00PM - Community Day Planning

Chairman Ron Hartpence noted that this will be the next subcommittee meeting to discuss Community Day.

Discuss Flyer of Information for D & M Fireworks, Bay Fireworks and also Garden State Fireworks

It was moved by David Hewitt, seconded by Diana Haywood and carried to approve to hire Garden State Fireworks for the Fireworks Display on September 15, 2012 on Community Day.

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

Assignment of Groups for Community Day

Diana Haywood	– Rides
Ron Hartpence	– Vendors
Diana Haywood	– Ads for Community Day Booklet
Andy Russano	– Police Contact – Food Vendors

Heidi Diminick suggested that everyone on the Committee get 5 ads each from the local businesses. It was decided that the prices for the ads to remain the same as last year, \$50.00 for a business card ad, \$100 for half a page and \$150 for a full page ad.

Chairman Ron Hartpence noted that he contacted Brogan Printing, and that they are interested in printing up ads and doing the program for Community Day this year.

Donations

Antimo Russano explained that the Bocce Club would like to donate \$1,425.00 out of their account towards the purchase of a sign for the Anthony DeSapio Pavilion.

12.

It was moved by Chuck Kolvites, seconded by David Hewitt and carried to approve the Bocce Club donation of \$1,425.00 towards the purchase of a new sign for the Anthony DeSapio Bocce Pavilion.

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

Correspondence

Chairman Ron Hartpence reviewed the following correspondence:

Copy of Letter to Jim DeSapio – Thank you
Copy of Letter to the Kingwood Twp. Fire Department – Thank you
Copy of General Letter – To Local Business Owners Requesting a Donation for Fishing Derby
Copy of Letter to Eugene Hill – Thank you
Copy of Letter to Shop Rite of Flemington Requesting Donations of Food for Senior Picnic
Copy of Letter from ShopRite – Granting Donation of Food
Copy of Thank you Letter from the BOE Kingwood School for Donation for Sportsters Club
Copy of Letter to Skylands Community Bank (now Fulton Financial)
Copy of Letter to Stop & Shop for a Donation of Food for Senior Picnic
Copy of Letter to Home Depot for a Donation of a Gift Certificate for Senior Picnic

David Hewitt recommended that the Parks and Recreation Committee write a letter to the Township Committee requesting that they appoint Michael DeSapio to be a member of the Citizen Advisory Panel to the Park and Recreation.

It was moved by David Hewitt, seconded Chuck Kolvites and carried to approve to send the Township Committee a letter requesting they appoint Michael DeSapio to be a member of the Citizen Advisory Panel to the Parks and Recreation Committee.

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

Other Matters

Adjournment

It was moved by Heidi Diminick, seconded by Antimo Russano and carried to adjourn the meeting at 10:47P.M. **All** voted **Aye** on **Roll Call vote**.

Respectfully submitted,

Cynthia L. Keller,
Parks and Recreation Secretary