

**PARKS AND RECREATION COMMITTEE  
REGULAR  
MEETING MINUTES  
February 6, 2013  
7:00PM**

**CALL TO ORDER**

The meeting was called to order by Chairman David Hewitt at 7:06P.M. 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 10<sup>th</sup>, 2013, and by telefaxing a copy of the notice to the Star Ledger, and the Express Times on January 3<sup>rd</sup>, 2013. A copy of the notice was also posted in the Kingwood Township Municipal on January 3<sup>rd</sup>, 2013.**

**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**

Richard Dodds  
David Hewitt  
Ronald Hartpence  
Heidi Diminick  
Chuck Kolvites  
Jack Niciecki  
Cynthia Niciecki

**Absent**

Antimo Russano  
Eugene Hill  
Anthony Gioffre  
Michael DeSapio  
David Posey  
Cheryl Salerno

Also present were the Township's Park Director's Jeffrey and Brenda Frischer.

2.

### **Privilege of the Floor**

Robert O'Neil, Principal Watershed Protection Specialist Present to give an update on:

The Meadow Planting in Kingwood Park

The Roadside Swale Project on Union Road

The Tree Planting

Mr. Robert O'Neil stated that he met with Rutgers to discuss the project at the Kingwood Park. He explained the reasons for choosing this area for the project. He stated that the final plans will be discussed with the Township Committee, the Township Engineer and the Township Department of Public Works.

He handed out a map of the areas of the Kingwood Park that will be worked on and reviewed the pictures and areas to be worked on. He stated that the maintenance of the park in these areas will be much easier. He explained the testing that was done to monitor the water quality at the Park. The Park and Recreation Members asked a few questions about the result to the project. Park Director Jeffrey Frischer described a few things that have been happening at the park regarding the ditches and asked how this will affect his working on the park grounds. He explained the type of trees and plants that will be planted. There was a discussion on what type of tree to plant in remembrance of Todd Kratzer, who was the person originally working on the project. It was recommended by the Committee to have Mr. O'Neil speak to the Environmental Commission regarding what plants would be best to plant at the park. Everyone thanked Mr. O'Neil for coming to the meeting.

### **Gary Rabosky – Delaware Valley Athletic Association**

Gary Rabosky was present to ask the Committee Members a few questions. He noted that the Delaware Valley Athletic Association would like to secure the Kingwood Park for their opening season. Chairman David Hewitt stated that he will need to communicate with the park directors for scheduling the fields for the season and also fill out a Use of Facility Form. Mr. Rabosky asked the Committee several other questions about the fields. The Committee answered all of his questions regarding the fields. He thanked everyone for their time.

### **Horseshoe Bend Park**

Horseshoe Bend Park Update – Richard Dodds

Richard Dodds reviewe the following:

Swan Creek Rowing Club – Paid in Full for Rental Facility

Copy of Letter from the NJDEP Re: Approval of Grant of \$20,981.00 for Recreational Trails Program for Horseshoe Bend Park

**3.**

Richard Dodds reviewed an update at the Horseshoe Bend Park. He explained the grant for the recreational trails program and that the township was approved for a grant of \$20,981.00. He explained the tools that will be needed to purchase to work on the trails. He gave a brief overview of what the township would like to complete at the Horseshoe Bend Park and what is existing to make the projects easier for future use.

**New and Pending Business**

**Motion to Approve the Minutes of the January 2, 2013 Reorganization and Regular Meeting Minutes for the Parks and Recreation Committee**

It was moved by Richard Dodds, seconded by Heidi Diminick and carried to approve the January 2, 2013 Reorganization and Regular Meeting Minutes of the Parks and Recreation Meeting.

Comments: None

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

**Motion to Approve the Amount of \$475.00 To Be Paid to Ian White for Music Camp for the Month of January 2013**

It was moved by Ron Hartpence, seconded by Richard Dodds and carried to approve payment to Ian White for Music Camp in the amount of \$475.00 for the month of January 2013.

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

**Old Business**

**Trunk or Treat for Halloween Event – Cheryl Salerno**

Cheryl Salerno was not present at the meeting this evening. This will be postponed until next month's meeting.

4.

Review of the January 31, 2013 Special Meeting – Update and Approval of Park Fee

Richard Dodds gave a brief overview of the fees that were discussed at the Parks and Recreation Special Meeting of January 31, 2013.

Motion to Recommend to the Township Committee to Adopt the New Fees for the Parks

It was moved by Ronald Hartpence, seconded by Chuck Kolvites and carried to recommend to the Township Committee to approve the new fees for the parks in Kingwood by adopting an ordinance to have the fees in effect.

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

**Operations and Reports:**

Report for the Month of January 2013 – Park Director’s Brenda and Jeffrey Frischer Account Reports - Recreation Acct, Parks and Rec Acct, and Current Appropriations

Park Director’s Brenda and Jeffrey Frischer were present and reviewed their monthly report. A copy of the park director’s report will be attached to the completed minutes for February 6, 2012.

**Buildings and Grounds**

Opening Date Scheduled for the Kingwood Park – March 9<sup>th</sup>, 2013

Chairman David Hewitt reviewed.

**Annual Egg Hunt – March 23<sup>rd</sup>, 2013**

Review – Plans for Materials Needed

Secretary Keller explained that Diane Hanley former member of the Parks and Recreation Committee e-mailed several items for the Annual Egg Hunt and stated that she will be helping out at the Egg Hunt this year. Chairman David Hewitt reviewed a check list of things that need to be done to make it go smooth provided by Diane Hanley.

**Senior Picnic**

June 8, 2013 – 1:00 – 3:00pm

5.

Chairman David Hewitt reviewed.

**Fishing Derby at Melynk Pond**

June 15<sup>th</sup>, 2013 from 8:30am – 12:00noon

Chairman David Hewitt reviewed.

**Community Day Planning**

Review Vendor's Sheet – Insurance Company Suggestions - Hold Harmless Agreement Included

The Committee Members reviewed the amended vendor's sheet. Secretary Keller explained that the form needs to be reviewed by the Township Attorney before it is handed out, or put on the website.

Decide on a Fireworks Company – Garden State was Last Year's Company

Chairman David Hewitt stated that Garden State Fireworks seemed to be a very good show. He asked the remainder of the members of their opinion.

It was moved by Ron Hartpence, seconded by Richard Dodds and carried to recommend to the Township Committee to approve to hire Garden State Fireworks as the Fireworks Company for 2013, and to spend an amount up \$4,500 for the show.

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

**Meeting to be Scheduled for Subcommittee Community Day**

It was discussed to meet the third Thursday in March on the 21<sup>st</sup> to color the eggs and also to discuss Community Day.

**Senior Dinner**

November 9<sup>th</sup>, Second Saturday of November from 12:00noon – 2:00pm

Chairman David Hewitt reviewed.

6.

**Donations**

\$30.00 Donation from the International Canine Kennel Club

Chairman David Hewitt reviewed.

**Correspondence**

List of Members of the Parks and Recreation Committees for your INFO

Chairman David Hewitt reviewed and several members gave their phone numbers to be added to the list.

**Other Matters**

Chairman David Hewitt welcomed resident Doug Robinson to the meeting. Doug was present to let the committee know he was interested in joining the committee.

It was moved by Chuck Kolvites, seconded by Heidi Diminick and carried to recommend to the Township Committee to appoint Doug Robinson to the Citizen Advisory Committee to Parks and Recreation.

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

Suggestion from C.F.O. Diane Laudenbach – Calendar for Both HBP and Kingwood Park On Website for the Public to See Availability

Chairman David Hewitt reviewed the following letters:

FYI – Letter to County Coord. Senior Services re: Senior Yoga Approved

FYI – Letter to Kingwood Methodist Church re: Senior Dinner

**Adjournment**

It was moved by Heidi Diminick, seconded by Ron Hartpence and carried to adjourn the meeting at 8:35P.M. All voted **Aye** on **Roll Call Vote**.

**Respectfully submitted,**

**Cynthia L. Keller,  
Secretary**

