

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

**CALL TO ORDER**

The meeting was called to order by Chairman David Hewitt at 7:00P.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**

David Hewitt  
Richard Dodds  
Ron Hartpence  
Heidi Diminick  
Chuck Kolvites  
Antimo Russano  
Cynthia Niciecki  
Eugene Hill  
Anthony Gioffre  
Michael DeSapio  
David Posey

**Absent**

Eugene Hill  
Michele Mauzerall  
Cheryl Salerno  
Douglas Robison

Also present at the meeting was Jeffrey Frischer, Kingwood Park Director.

2.

**Privilege of the Floor**

Sharon Lightner, Wildcat Wrestling Club Representative was present to come and speak to the Committee to obtain permission to use the Morton Building for summer wrestling. She noted that this is an opportunity for the children to get some exercise and also to learn about a sport during the summer months. The Parks and Recreation Committee all agreed to approve the use of the Morton Building for the Wildcat Wrestling Club. Secretary Keller will send Sharon a Use of Facility Form to fill out.

**Horseshoe Bend Park**

Horseshoe Bend Park Update – Richard Dodds

Richard Dodds reviewed an article that was in the Hunterdon County Democrat titled “New Land Steward to Lead Hike at Horseshoe Bend Park”. It was an article describing a hike that took place on March 2, 2013. He stated that there was some confusion in regard to how residents read the article. He explained that several people thought the article meant that Thomas Thorsen is the Steward of the Park and also in charge of the park, which is not correct. He explained that Mr. Thorsen is the land Steward assigned by the Hunterdon Land Trust to go on this specific hike at the Horseshoe Bend Park, and that he is not totally in charge of the park.

**New and Pending Business**

Motion to Approve the Minutes of the January 31, 2013 Special Meeting Minutes for the Parks and Recreation Committee

It was moved by Ronald Hartpence, seconded by Richard Dodds and carried to approve the January 31, 2013 Special Meeting Minutes.

<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>- Russano</b>
	<b>Absent</b>	<b>- None</b>

Motion to Approve the Minutes of the February 6, 2013 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by Richard Dodds, seconded by Ronald Hartpence and carried to approve the February 6, 2013 Regular Meeting Minutes.

3.

**Roll Call Vote:**

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

Motion to Approve the Amount of \$350.00 To Be Paid to Ian White for Music Camp for the Month of February 2013

It was moved by Ronald Hartpence, seconded by Richard Dodds and carried to approve to reimburse of \$350.00 to Ian White for Music Camp for the month of February 2013.

**Roll Call Vote:**

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

Motion to Approve Application for Use of Facilities for the Kingwood Twp. School Baseball Team/Bill Richmond Coach for Baseball Practice at the Kingwood Park

It was moved by Richard Dodds, seconded by Heidi Diminick and carried to approve an application for the use of facilities application for the Kingwood Twp. School Baseball Team for practice at the Kingwood Park.

**Roll Call Vote:**

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

Motion to Send a Letter to the Township Committee Recommending that they go into Agreement with the State of New Jersey by and For the Department of Environmental Protection for the New Jersey Trails Grant

Richard Dodds explained that the township needs to fill out this application agreement and sent in as soon as possible. He explained how the grant works and what the township is responsible to do in order to obtain the funds.

It was moved by Cynthia Niciecki, seconded by Ronald Hartpence and carried to approve to send a letter to the Township Committee recommending that they accept the proposed agreement with the New Jersey Department of Environmental Protection and approve the grant from the New Jersey Trails Grant.

4.

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

Letter from the Windsor Soil Company Re: Infield Mix and Price \$933.50 Per Load (25 Tons)

There was a discussion regarding the baseball teams and who supplies the infield mix. The Committee decided that with the budget restraints this year, the township would not be purchasing any infield mix. Ron Hartpenced stated that the baseball teams would have to purchase the infield mix themselves. The Committees discussed how the township DPW would be able to pick it up for them in their vehicle and the teams would be responsible to spread it out and pay for the materials.

**Old Business**

Trunk or Treat for Halloween Event – Cheryl Salerno

Cheryl Salerno was not present at the meeting this evening. This will be discussed at the next meeting.

Discuss Parks and Recreation Budget for 2013

The Committee discussed their accounts and budget for 2013. They asked Richard Dodds what the township has decided to budget to the Parks and Recreation accounts. Richard Dodds who is a Committeeman for the Township Committee explained that the township has budgeted the Parks and Recreation account the same amount they have been receiving for the last several years. Richard Dodds explained that the Township Committee reviewed each line item of events and organizations. He explained that the township was confused by the listed organizations that the Parks and Recreation had on their request which the township has not given any donations to them in several years. He explained that it has been a very difficult year with the township budget and that the township needs to cut their budget by almost \$200,000.00. Richard Dodds stated that the Parks and Recreation has to be more creative and more realistic. He explained that everyone needs to participate more and all work together to save money for the township. He stated that the Committees need to find more grants, and ways to organize fund raisers to make money for the events. He explained that there is also the maintenance budget that needs to be discussed and taken into consideration. Richard Dodds handed out a sheet of 2013 Challenges and Opportunities, which he typed up to share his ideas with the Parks and Recreation Committee. Sharon Lightner, a resident of the township was present and gave a few ideas to the Parks and Recreation Committee to raise funds by having events for the residents, which would raise money for the Parks and Recreation.

5.

The Parks and Recreation Committee stated that it may be possible that they will not be able to have several events this year due to the cut in the budget. The Committee stated that they will discuss this further at their subcommittee meeting on March 21<sup>st</sup>, and decide whether there will be a Community Day this year.

**Operations and Reports:**

**Report for the Month of February 2013 – Park Director’s Brenda and Jeffrey Frischer**

Jeffrey Frischer was present and reviewed his report for February. A copy of the report will be attached to the March 6, 2013 Parks and Recreation minutes.

**Account Reports - Recreation Acct, Parks and Rec Acct, and Current Appropriations**

The Committee Members discussed with Richard Dodds each line item. The Committee feels that some of the expenses that have been charged to Parks and Recreation account are not necessarily a Park and Recreation charge. Richard Dodds feels that some of the items listed should be charged to buildings and grounds and not out of the Parks and Recreation account. He noted that he will be speaking to the C.F.O. of the township regarding these accounts. They reviewed several organizations and donations that the township gave to them in the past. It was discussed that there is not enough money in the budget for donations to organizations for sports.

It was moved by Ron Hartpence, seconded by Richard Dodds and carried to approve to spend funds needed for the Park Director to purchase materials to repair the infield mix shed at the Kingwood Park.

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

**Buildings and Grounds**

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

Antimo Russano explained that he would like to have additional lights added to the Bocce Pavilion for extra lighting during Community Day.

**Sub Committee Meeting Scheduled**

Thursday, March 21, 2013 the Committee will meet at the Kingwood Township Fire House to color eggs and also discuss Community Day beginning at 7:00PM.

6.

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

Chairman David Hewitt stated that he purchased many items for the Easter Egg Hunt. He noted that he followed Diane Hanley's list for things to do for the Egg Hunt, which was a big help. He noted that the Fire Department donates all the eggs to be colored for the Egg Hunt. He invited everyone to come to the Kingwood Fire Department on Thursday, March 21, 2013 at 7:00pm.

**Senior Picnic**

June 8, 2013 – 1:00 – 3:00pm - Antimo Russano noted that he will be working on all the food for the picnic.

**Fishing Derby at Melynk Pond**

June 15<sup>th</sup>, 2013 from 8:30am – 12:00noon – Chairman Dave Hewitt noted that there will be refreshments to be handed out at the Fishing Derby. He stated he will be picking up all the items for the Derby.

**Community Day Planning**

Form Subcommittees – To be formed at the Egg Coloring on March 21<sup>st</sup>.

**Senior Dinner**

November 9<sup>th</sup>, Second Saturday of November, 2013. It was discussed that the Committee will need to wait until the township approves their budget to see if there will be enough funds to pay for the senior dinner.

**Donations**

No donations this month.

**Correspondence**

N/A

**Other Matters**

N/A

**Adjournment**

It was moved by Antimo Russano, seconded by Richard Dodds and carried to adjourn the meeting at 8:51PM. **All voted Aye on Roll Call Vote.**

Respectfully submitted,

Cynthia L. Keller,  
Secretary

