

**PARKS AND RECREATION COMMITTEE  
REGULAR  
MEETING MINUTES  
April 3, 2013  
7:00PM**

**CALL TO ORDER**

The meeting was called to order by Chairman David Hewitt at 7:03P.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  
Chuck Kolvites  
Antimo Russano  
Cynthia Niciecki  
Jack Niciecki  
Heidi Diminick  
Michael DeSapio  
Douglas Robison

**Absent**

Ron Hartpence  
David Posey  
Richard Dodds  
Eugene Hill  
Anthony Gioffre  
Michele Mauzerall  
Cheryl Salerno

**Privilege of the Floor**

**David Bacon – Present to Obtain Approval for Science Camp for 2013**

2.

Mr. David Bacon was present at the meeting to review and get approval to conduct his yearly Science Camp for 2013. He submitted the form application for the program information and his insurance certificate.

Antimo Russano asked Mr. Bacon if he would consider giving a donation to the park. He explained that it would help out with the expenses to run the park. He also explained that many people that use the park facilities often give a donation. Mr. Bacon expressed that he would be more than happy to donate to the Parks and Recreation.

It was moved by Antimo Russano, seconded by Cynthia Niciecki and carried to approve Mr. Bacon's Science Camp 2013 to be conducted at the Kingwood Township School from July 8<sup>th</sup>, through July 25<sup>th</sup>, 2013.

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

### **Horseshoe Bend Park**

#### **Horseshoe Bend Park Update – Richard Dodds**

Chairman David Hewitt stated that Richard Dodds was absent this evening and will be here next month to give an update on Horseshoe Bend Park. David Hewitt explained he put the signs up at the Horseshoe Bend Park, which state please pick up after your dog and carry out at the Horseshoe Bend Park in two different places. Everyone thanked David Hewitt for taking care of the signs.

#### **Memo from Richard Dodds to Parks and Recreation - Updates**

- Re:   \* Parks and Recreation Adopted Budgets from 2009 to 2012  
      \* Parks and Recreation 2013 Working Budget  
      \* 2013 Community Day

Chairman David Hewitt explained and went over the information from Richard Dodds. He reviewed the line items on the budget and the suggestions from Richard Dodds. The Committee decided they would like more time to look over the proposals before making any decisions. Mayor Lubitz was present and noted that this is to get a better idea of how much is spent throughout this year.

Chairman David Hewitt asked that this be placed on the agenda for next month to discuss when Richard Dodds is present.

### **New and Pending Business**

3.

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

It was moved by Antimo Russano, seconded by Chuck Kolvites and carried to approve the March 6, 2013 Regular Meeting Minutes with the following correction:

Page #1 Jack Niciecki is missing from the Roll Call under being Present at the meeting.

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

Motion to Approve the Amount of \$550.00 To Be Paid to Ian White for Music Camp for the Month of March 2013

It was moved by Antimo Russano, seconded by Cynthia Niciecki and carried to approve to reimburse of \$550.00 to Ian White for Music Camp for the month of March 2013.

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

Motion to Approve Payment to Jack McDade, 50 Elm Terrace - Flemington, NJ in the Amount of \$50.00 for 1 ½ Hours of Entertainment for the Kingwood Senior Picnic on Saturday, June 8<sup>th</sup> 2013

Antimo Russano stated that this has already been taken care of by an individual who has already paid for this fee for the day.

Approval for the Use of Facilities for the Pavilion at the Kingwood Park for the Months of June, July, and August from 5- 8PM – (To Hold Karate Classes) From - Ron Heck – Insurance Certificate and Note of Non-Profit Attached

There was a lengthy discussion regarding the application received for the use of facilities to use the Kingwood Park for the Months of June, July and August from 5-8pm for Karate Classes. Antimo Russano stated that he feels that the non-profit certificate submitted with the application is not a 501C-3 and he should pay for the space at the park. There was a lengthy discussion regarding Mr. Heck and his request to use the facility at the park for his karate classes. The Committee feels that they have discussed this same situation with Mr. Heck in the past.

4.

They suggested that a letter be sent to the individual requesting the facility and recommended that he submit a 501C-3 non-profit form and send him a copy of the ordinance that states the charges for the park for profit organizations. It was noted that right now it will cost \$75.00 a day for the Karate business to be conducted at the Kingwood Park, unless a 501C-3 non-profit form is submitted to the Township. Chairman David Hewitt asked that this be put on the agenda for next month.

**Old Business**

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

Cheryl Salerno was not present.

**Recommendation to the Township Committee**

Sharon Lightner, a resident of the township was present. Chairman David Hewitt noted that he would like to have a motion to authorize Secretary Keller to write a memo to the Township Committee recommending that they appoint Sharon Lightner to the Citizen Advisory Panel to the Parks and Recreation Committee.

It was moved by Heidi Diminick, seconded by Antimo Russano and carried to authorize Secretary Keller to send the Township Committee a memo recommending they appoint Sharon Lightner to the Citizen Advisory Panel to the Parks and Recreation Committee.

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

**Copy for Your Info - Ordinance No. 17-05-2013 Adopted by the Township Committee on March 7<sup>th</sup>, 2013 New Fees for Parks and Open Space Areas**

Chairman David Hewitt reviewed a copy of Ordinance No. 17-05-2013 Park Fees.

**Operations and Reports:**

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

Park Director’s Brenda and Jeffrey Frischer were present and reviewed their report for March 2013. A copy of the report will be attached to the minutes.

**Buildings and Grounds**

**Park Directors – Report Updates**

5.

There was a very lengthy discussion regarding the baseball teams that would like to use the fields. Heidi Diminick explained that the (DVAA) the Delaware Valley Athletic Association has first choice to the fields. Chairman David Hewitt suggested that Jeffrey Frischer contact the DVAA President and speak to them. Jeffrey Frischer talked about some of the other teams that he worked with last summer. Brenda Frischer explained that there were several other teams that would like to use the fields, and she asked the Committee how it all works and what the Parks and Recreation Committee feels should be done. The Committee directed the park directors what to say to the teams that are interested in using the fields. Chairman David Hewitt noted that there will be decision made at next month's meeting regarding the baseball fields.

### **Subcommittee – Community Day Work Session**

Chairman David Hewitt stated that the next subcommittee Community Day work session will be on Thursday, April 18, 2013 at the Kingwood Park at 7:00pm. He asked everyone to try and come so they can start planning Community Day.

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

Review the Annual Egg Hunt of March 23, 2013

Chairman David Hewitt stated that the Annual Egg Hunt went very well. He thanked everyone for all their help.

It was moved by Chuck Kolvites, seconded by Antimo Russano and carried to reimburse David Hewitt in the amount of \$377.21 for supplies he purchased for the Annual Egg Hunt.

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

Secretary Keller was instructed to send a letter to Girl Scout Troop 80359 thanking them for their help filling the candy bags for the Easter Egg Hunt. It was noted that the letter should go to Service Unit 86 to Lisa Scheier scout leader.

### **Senior Picnic**

June 8, 2013 – 1:00 – 3:00pm

(Prepare Letters to ShopRite of Flemington)

(Approve Letter to be sent out to the Seniors)

(“Jack” to play music at picnic for two hours) Motion to Pay Jack ? \$50.00 Donation For Playing Music at the Senior Picnic for Two Hours

6.

Chairman David Hewitt reviewed the letter to Shoprite and the Committee discussed the Senior Picnic invitation. Antimo Russano explained that Jack McDade will be playing music that afternoon for the Seniors. Mayor Lubitz stated that he would really like to be a volunteer at the picnic, but he will not be in the area.

### **Fishing Derby at Melynk Pond**

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

#### **Discuss What Items Need to Be Picked Up and Done**

Jack Niciecki stated that the Kolmars, who have the business on 579 in Flemington, would like to donate fishing poles and other items for the Derby. Chairman David Hewitt noted that he obtains items from NJ Fish and Game. The Committee discussed past Derby's and what they had done. Chairman David Hewitt stated that they will be serving hotdogs at the event also. He noted that he picked up the Temporary Health Permit from the municipal building for the day of the Derby.

### **Community Day Planning**

Will There Be A Community Day this Year?

Chairman David Hewitt noted that they will work to have a Community Day. Mayor Lubitz was present at the meeting and commented on the budget being the same allocation that the Parks and Recreation Committee had received for the past several years. He explained that the township will have a better idea of what will be spent at Community Day through the in and out account. There was a discussion on the fireworks and if the township should have them this year, or if they should be reduced in price.

It was suggested that it might be a good idea to reduce the price spent on fireworks to \$3,000 - \$3,500, from the amount of \$4,500 spent in the past. Secretary Keller will contact Garden State Fireworks to see what they can do for those amounts. There was also a discussion regarding the rides and to possibly downside this year.

It was moved by Heidi Diminick, seconded by and carried to agree to have community day for 2013. **All** voted **Aye** on **Roll Call Vote**.

### **Were Subcommittees Formed on March 21<sup>st</sup>**

The Committee Members that attended the egg coloring at the Kingwood Fire House, stated that there was a very brief discussion regarding Community Day and they did not form subcommittees for Community Day. They will discuss more at the next subcommittee meeting on April 18<sup>th</sup>, at 7:00pm at the Kingwood Park pavilion.

### **Senior Dinner**

November 9<sup>th</sup>, Second Saturday of November Being Considered by Church

There was a brief discussion on the dinner.

7.

The Committee decided that they would like to make it happen that the Parks and Recreation and the Township pay for the dinner at the church for the seniors.

### **Donations**

N/A

### **Correspondence**

#### **Letter from Lake and Pond Management – Great Blue Inc. 2013 Pond Management at the Melnyk Pond**

The Committee discussed the pond and thought it might be a good time to start the circulating fountain. Secretary Keller will contact the township's Department of Public Works to turn on the fountain. The Committee decided that it would be best to keep an eye on the pond and then hire the company Great Blue to treat the pond every other year. Chairman David Hewitt stated that the pond looks pretty good at this time. The Committee all agreed to treat the pond every other year.

#### **Copy of Letter from the Hunterdon County YMCA – Regarding Preventing Child Sexual Abuse**

Chairman David Hewitt briefly reviewed.

### **Other Matters**

Chairman David Hewitt noted that Ron Hartpence would like to take a leave of absence from the Parks and Recreation Committee at this time and stated that he would like to hopefully be coming back as soon as possible.

### **Adjournment**

It was moved by Heidi Diminick, seconded by Cynthia Niciecki and carried to adjourn the meeting at 8:50PM. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

Cynthia L. Keller,  
Secretary

