

**PARKS AND RECREATION COMMITTEE
REGULAR
MEETING MINUTES
May 1, 2013
7:00PM**

CALL TO ORDER

The meeting was called to order by Chairman David Hewitt at 7:05P.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 10th, 2013, and by telefaxing a copy of the notice to the Star Ledger, and the Express Times on January 3rd, 2013. A copy of the notice was also posted in the Kingwood Township Municipal on January 3rd, 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
Antimo Russano
Cynthia Niciecki
Jack Niciecki
Heidi Diminick (7:10PM)
Chuck Kolvites (7:35PM)
Anthony Gioffre
Sharon Lightner

Absent

Ron Hartpence (leave of absence)
Michael DeSapio
David Posey
Michele Mauzerall
Cheryl Salerno
Douglas Robison
Eugene Hill

Privilege of the Floor

Ron Heck Present - Use of Facilities for Karate Classes at the Kingwood Park

2.

David Hewitt was present and gave a brief review of the history of the Karate School that has been in the township with Mr. Heck for many years. Mr. Heck was present at the meeting to speak to the Committee. He introduced himself to everyone and explained how long he has been teaching karate in Kingwood Township. He came to the meeting tonight to ask for permission to use the park as a citizen of the township and to use the grass area near the pavilion just for himself and some resident friends to use the area for karate. He stated he does not plan to charge his members who attend the karate class for the summer months. He handed in his insurance since there would be several residents attending the session. He noted that the township requires insurance coverage for anyone with a group using the park. Antimo Russano commented and feels that Mr. Heck should give a donation to the park for the use of the facility. Mr. Heck explained that since 1998 he has been giving free karate demonstrations at each Community Day. He stated that he has also put an ad in the Community Day Program for his karate school every year to support the township on Community Day. The Committee thanked Mr. Heck for coming to the meeting.

It was moved by Mr. Dodds, seconded by Mrs. Diminick and carried to authorize Mr. Ronald Heck to bring his Karate Class to the Kingwood Township Park during the summer months on Thursday evenings from 5 to 8PM at no charge and to use the grass area next to the pavilion.

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

Horseshoe Bend Park

Horseshoe Bend Park Update – Richard Dodds

Memo from Richard Dodds to Parks and Recreation - Updates

Re: * Parks and Recreation Adopted Budgets from 2009 to 2012

Richard Dodds reviewed a memo he sent to the Parks and Recreation Secretary to distribute to the Committee. He explained a sketch of the Leash Free Area and the new gate that was put up in that area to prevent dogs from running out of the dog leash free area. He reviewed the renovations project to be done at the Horseshoe Bend Park. He explained that the project is to add an additional bathroom to the Morton Building, which will be required to have for the amount of people using the building. He explained that the estimated cost will be approximately \$3000.00 to add a second bathroom in the Morton Building.

It was moved by Heidi Diminick, seconded by Cynthia Niciecki and carried to approve to renovate the Morton Building at the Horseshoe Bend Park by adding a second bathroom and to purchase items and have a bathroom installed spending up to \$3,000.00 for the project.

3.

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

Richard Dodds explained that there are additional items that need to be considered for the Morton Building at the Horseshoe Bend Park. These would be items for the seniors and other organizations to use. He noted that this includes 50 folding chairs, 8x8 foot tables, 1 chair cart, 1 table cart, and 2 food tables with cloth and skirts. He noted that the equipment will expand the rental potential of the building and the cost will be recouped within the year. It was discussed to spend up to \$2,500.00 to be spent on these materials.

It was moved by Heidi Diminick, seconded by Cynthia Niciecki and carried to approve to spend approximately \$2,500.00 towards items for inside the Morton Building at the HBP to be used by organizations.

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

Chuck Kolvites arrived at the meeting at 7:35PM.

* Parks and Recreation 2013 Working Budget – Astro Turf for HBP

Richard Dodds explained that the many organizations who are renting the HBP Morton Building would like to have a turf surface flooring inside the building for the dog shows. He explained that this will bring the park a lot of options for the building to be rented. He explained that he has gotten many quotes for several types of turf. The Committee discussed the size of the turf that would be purchased. It was discussed to purchase a piece of turf for floor at the Horseshoe Bend Park Morton Building approximately 36 x 80 in size in the amount of \$1,500.00 to be spent. Richard Dodds noted that the organizations have offered to pay for half of the expense for the turf.

It was moved by Mrs. Diminick, seconded by Mrs. Niciecki and carried to send a recommendation to the Township Committee to amend the Parks Fee Ordinance so that the Parks and Recreation Committee will be able to charge organizations a fee for the use of the building with the turf cover at the Morton Building.

4.

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

Recommended by the Environmental Commission:

* Discuss Ordering More Signs for HBP – Carry – In Carry – Out

There was a discussion regarding the Horseshoe Bend Park and how people that use the leash free dog area and the trails must pickup after their dogs. Richard Dodds explained that they leave their doggie poop bags at the park and they throw them in the portable bathroom toilet and in a pile along the side of the portable bathroom. It was discussed how the Environmental Commission is requesting that the Parks and Recreation order more Carry-In and Carry-Out signs for the HBP. Richard Dodds will look into the ordinance for fines for littering and then ordering signs will be considered.

* Discuss Purchasing a Large Trash Can for the HBP – To be Paid with Clean Communities Funds – To Be Placed Next to Port a Jon

There was a brief discussion regarding purchasing large trash cans for the park. Richard Dodds noted that Clean Communities may pay for a container for garbage can at the park.

New and Pending Business

Motion to Approve the Minutes of the April 3, 2013 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by Heidi Diminick, seconded by Richard Dodds and carried to approve the April 3, 2013 Regular Meeting Minutes.

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

Motion to Approve the Amount of \$199.00 to Be Paid to Ian White for Music Camp for the Month of April 2013

It was moved by Richard Dodds, seconded by Heidi Diminick and carried to approve to reimburse of \$199.00 to Ian White for Music Camp for the month of April 2013.

5.

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

Motion to Approve the Amount of \$120.00 - Paid to Antimo Russano for the Purchase of Cut-Up Chickens from Boston Market for the Senior Picnic 6/8/2013

It was moved by Jack Niciecki, seconded by Heidi Diminick and carried to approve payment to Antimo Russano in the amount of \$120.00 for the purchase of cut-up chickens from Boston Market for the Senior Picnic 6/8/2013.

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

Old Business

Trunk or Treat for Halloween Event – Cheryl Salerno

Secretary will contact Cheryl Salerno and ask for more info on the Trunk or Treat so the Committee can get started on the program.

Operations and Reports:

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

Park Director Jeffrey Frischer was present and reviewed their monthly report. The report for April is attached to the back of the monthly minutes.

Parks and Recreation Accounts: Detailed Cash Receipts Report Account Status/Transactions

The Committee discussed the Parks and Recreation accounts.

Buildings and Grounds

Park Directors – Report Updates

Park Director Jeffrey Frischer was present and explained a few incidents that happened at the park and he also explained several things that need to be done on the grounds of the park.

6.

Sub Committees Meeting Scheduled

May 16, 2013

Chairman David Hewitt announced that the date of May 16th, and time to be 7:00 at the Kingwood Park for the next subcommittee work session.

Senior Picnic

June 8, 2013 – 1:00 – 3:00pm

Antimo Russano noted that Shop Rite donated a lot of food for the senior picnic. He will be taking care of the food for that day.

Fishing Derby at Melvink Pond

June 15th, 2013 from 8:30am – 12:00noon

Chairman David Hewitt reviewed everything that he has accumulated for the Derby. He announced all the organizations and businesses that have donated items for the Derby. He noted that the Lehigh Valley Dairy Farms will be donating drinks for the Kingwood Township's Annual Fishing Derby.

Antimo Russano – Idea for Park

Antimo Russano excused himself from the Committee and spoke to them regarding an idea of writing the businesses in the township a letter asking if they would be interested in advertising their business for a fee each year. He explained that this is a way they can raise money to have these signs made and then put up at the parks for advertisement. Everyone thanked Antimo Russano for his idea and said they feel it was a great idea.

Community Day Planning

Update on Work Session of April 18th

There was a brief discussion on the work session of April 18th.

Discuss Package Proposal of Rides from Party Perfect

The Committee discussed the proposal and the agreement for the amusement rides. They discussed the rides that were chosen and the price of the rides. Richard Dodds stated that he spoke to the owner regarding the rides and noted that they have given us a discount. Richard Dodds reviewed the budget for the Parks and Recreation and stated that he will review and have the information for the budget for the parks at every meeting.

7.

Discuss Garden State Fireworks Display Package - \$3000

There was a discussion of the new proposal for the \$3000 fireworks show. The Committee all agreed this would be a great show for the amount.

It was moved by Richard Dodds, seconded by Cynthia Niciecki and carried to approve the proposal for the Party Perfect Rides for the rate of \$4,719.00 for the rides for Community Day and for the approval of the Garden State Fireworks Display to present a show for the amount of \$3000.00.

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

Review Sponsorship Form – Community Day

Richard Dodds noted that he will make some changes and send the form to everyone.

Community Day Letter to Residents – Spring Mailing

Richard Dodds noted that he will help out by making a few changes on the letter and put a picture on the cover of the page. He stated that he will have it ready to be sent out in the annual mailing.

Senior Dinner

November 9th, Second Saturday of November

To be discussed at future meetings.

Donations

N/A

Correspondence

Chairman David Hewitt reviewed the following correspondence:

Copy of Thank you Letter to Abbey Kolvites for Volunteering Time Coloring Eggs for Annual Egg Hunt.

Copy of Thank you Letter to the Girl Scout Troop # 80359, Service Unit 86 for Helping Out at the Annual Egg Hunt

8.

Other Matters

Chairman David Hewitt reviewed some mail that came in for Community Day.

Park Director Jeffrey Frischer would like the vehicle that was donated to the park to be moved to the Horseshoe Bend Park.

Adjournment

It was moved by Heidi Diminick, seconded by Cynthia Niciecki and carried to adjourn the meeting at 9:32PM. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

Cynthia L. Keller,
Secretary