

**PARKS AND RECREATION COMMITTEE
REGULAR
MEETING MINUTES
June 5, 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

Richard Dodds
Ronald Hartpence
David Hewitt
Antimo Russano
Cynthia Niciecki
Jack Niciecki
Anthony Gioffre
Michael DeSapio
Heidi Diminick (7:25)
Chuck Kolvites (8:05)
Sharon Lightner (8:22)

Absent

Eugene Hill
David Posey
Michele Mauzerall
Cheryl Salerno
Douglas Robison

2.

Privilege of the Floor

Scout 251 - Tom Proctor Scout Master

Mr. Proctor was present and noted that he has come to get permission to store the scout's equipment at the Horseshoe Bend Park. He explained what they are looking to do to store their items, and stated if there is no room for them to store their items in a building at the Horseshoe Bend Park, then they would like to obtain a 10 x 20 shed and ask for permission to put it on the property of the Horseshoe Bend Park. He described that they use trailers for their events, which would be ideal to also store at the park. Richard Dodds briefly described how he took Mr. Proctor to a few of the areas that might be available for their storage. He explained all the items that are presently being stored in the buildings now and how he would like to get rid of some of the items, possibly at clean-up day. Richard Dodds explained that the Scouts would provide the 10 x 20 shed and they would be totally responsible for taking care of it. There was a discussion of other possible areas for them to put the shed. Mr. Proctor will bring a layout of what they have in mind for the storage building and then the Parks and Recreation Committee will decide where to place the Scouts building and items, whether it will be at the Kingwood Township Park or the Horseshoe Bend Park.

It was moved by Ron Hartpence, seconded by Cynthia Niciecki and carried to approve the concept for a storage facility for the Scouts in Troop 251, whether it will be at the Kingwood Park or the Horseshoe Bend Park.

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

Heidi Diminick arrived at the meeting at this time.

Hunter K. Birckhead, P.E.P.P. NJ Certified Municipal Inspector – Present to Get Approval For and to Present a Proposal to Install Vegetative Filter Strips at Kingwood Park

Mr. Birckhead was present and came to speak to the Committees regarding the Vegetative Filter Strips for the Kingwood Park. He described the details of what they are planning to do. He stated that about a year ago he came with Todd Kratzer. He spoke about an oak tree that was planted in honor of Todd Kratzer. He came to seek volunteers to help plant the vegetation plants. He stated that next month he will bring more information to show the Committees. He explained that this is a pilot project and that they plan on putting a plaque on the tree that was planted for Todd Kratzer in his honor. He would like the Park and Recreation Committee to review the language and make any changes. He came to get permission to plant the Vegetative Filter Strips at the Kingwood Park. He will bring a sample to show the Committee. Cynthia Niciecki suggested scheduling a dedication for Todd Kratzer when the plaque is put on the tree.

3.

Mr. Birckhead will send several ideas of what to plant at the park. He noted that on June 17th at 9:00 they will start planting at the Kingwood Park.

It was moved by Richard Dodds, seconded by Cynthia Niciecki and carried to approve a sign in memory of Todd Kratzer.

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

It was moved by Richard Dodds, seconded by Cynthia Niciecki and carried to approve to Install Vegetative Filter Strips at Kingwood Park

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

Horseshoe Bend Park

Horseshoe Bend Park Update – Richard Dodds

Richard Dodds noted that one area of the park will be closed for a first responders drill. He explained what some of the exercises that are planned. He stated that the fire department, rescue squad and the emergency management officials will be present. They will begin the drill at 9:00am until 12:00noon. He gave an update on the astro turf that he was pricing. He explained that there is a group that may want to sell mats and gates that they do not use for the dog shows that the township may be able to purchase. He also explained that the dog organizations asked about a PA system at the park for their shows. He will look into this further. He would like the Committee to consider approving to purchase maps, a gate and a PA system for the Horseshoe Bend Park.

It was moved by Ronald Hartpence, seconded by Heidi Diminick and carried to approve to purchase mats, a gate and a PA system for shows at the Horseshoe Bend Park in place of the astro turf spending the amount of \$1,500.00.

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

4.

Info on Rummage Sale at the Horseshoe Bend Park

Richard Dodds explained that a Rummage Sale is being put on by the Frenchtown and the Kingwood Sustainable Green Teams. The dates to drop off donations will be on Friday, June 14th from 4:00pm – 8:00pm, and on Saturday, June 15th from 8:00am – 12:00noon. The Rummage Sale will be on Friday June 21, Saturday June 22, and Sunday June 23 from 8:00am – 2:00pm. He stated that volunteers are needed and if anyone is interested please call Cynthia Keller at the municipal building for details.

New and Pending Business

Motion to Approve the Minutes of the May 1, 2013 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by Richard Dodds, seconded by Antimo Russano and carried to approve the May 1, 2013 Regular Meeting Minutes.

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

Motion to Approve the Amount of \$1,052.50 to Be Paid to Ian White for Music Camp for the Month of May 2013

It was moved by Richard Dodds, seconded by Heidi Diminick and carried to approve to reimburse of \$1,052.50 to Ian White for Music Camp for the month of May 2013.

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

Chuck Kolvites arrived at the meeting at this time.

Discuss Electronic Packages – Recommended by Vice Chairman Ron Hartpence

The Committees discussed and they all agreed to have their meeting packages sent by e-mail starting at the next meeting in July.

5.

Motion to Approve to Reimburse Antimo Russano in the Amount of \$200.00 to Be Paid out of the Bocce Account for the Amount Paid to Pay Jack McDade for the Entertainment at the Bocce Tournament on June 2, 2013

It was moved by Ronald Hartpence, seconded by Richard Dodds and carried to approve to reimburse Antimo Russano in the amount of \$200.00 for entertainment for the Bocce Tournament.

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

Motion to Approve Payments for Prizes Awarded at the Bocce Tournament on June 2, 2013 to Be Paid from the Bocce Account for:

Louis Cicale, 1st Prize Winner - \$300.00
John Cacciamani, 2nd Prize Winner - \$200.00
Joe DeSevo 3rd Prize Winner - \$100.00

It was moved by Ronald Hartpence, seconded by Richards Dodds and carried to approve to pay the following prizes out for the Bocce Tournament from the Bocce Account:

Louis Cicale – 1st Prize Winner in the amount of \$300.00
John Cacciamani - 2nd Prize Winner in the amount of \$200.00
Joe DeSevo 3rd Prize Winner in the amount of \$100.00

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

Old Business

Trunk or Treat for Halloween Event – Cheryl Salerno

Cheryl Salerno was not present this month.

Operations and Reports for the Kingwood Park:

Report for the Month of May 2013 – Park Director's Brenda and Jeffrey Frischer

Brenda and Jeffrey Frischer reviewed their monthly report. This report will be attached to the back of these minutes.

6.

Discuss Vandalism in the Park Bathrooms – Pictures Provided

Brenda Frischer described the graffiti that is all over the walls and doors of the bathrooms at the Kingwood Park. They noted that they called the State Police when there were items on the walls that seemed to be a threat towards a certain person. They described how the cleaning lady found them and they tried scrubbing everything off the walls. Brenda Frischer noted that since the trees have grown so tall that they have no visual view to see who is going to the bathroom. The Committee discussed ways to find the person doing the damage to the bathrooms. Richard Dodds noted that he will find out how much it would cost to obtain some kind of camera to put up to view the person/persons who are doing this damage.

Buildings and Grounds for the Kingwood Park:

Park Directors – Report Updates

Maps Provided by Richard Dodds of the Kingwood Park

Richard Dodds explained that the maps are to make a layout plan for Community Day.

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

The Committee briefly discussed the accounts for Parks and Recreation.

Sub Committees Meeting Scheduled

June 20, 2013

Senior Picnic

June 8, 2013 – 1:00 – 3:00pm

Discuss Last Minute Preparations to Be Done

Richard Dodds thanked Antimo Russano and Chuck Kolvites for arranging all the food and items for the Senior Picnic, and stated that it should be a wonderful picnic. There was a brief discussion on last minute items that need to be picked up.

Fishing Derby at Melynk Pond

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

Flyer of Fishing Derby FYI

The Committee approved the flyer.

Discuss What Needs to Be Done

Chairman David Hewitt reviewed what he has done so far and what needs to be done for the Derby. He stated that they will meet at 8:30am to set up for the Derby and that it will begin at 9:00am and last until 12:00noon.

7.

Community Day Planning

Update on Work session of May 16th

Vendor Application Review and Approval

Richard Dodds explained that the vendor's application will be discussed at the Township meeting and the Township Committee will decide on the amount that the insurance should state on the application, and then he can complete the vendor application.

Senior Dinner

November 9th, Second Saturday of November

Donations

N/A

Correspondence

N/A

Other Matters

The Committee Members welcomed Ron Hartpence back to the Committee.

Adjournment

It was moved by Richard Dodds, seconded by Ronald Hartpence and carried to adjourn the meeting at 8:33PM. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

Cynthia L. Keller,
Secretary