

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

**CALL TO ORDER**

The meeting was called to order by Chairman David Hewitt at 7:02P.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  
Ron Hartpence  
Heidi Diminick 7:20pm  
Chuck Kolvites 7:25pm  
Antimo Russano  
Cynthia Niciecki  
Jack Niciecki  
Sharon Lightner

**Absent**

Eugene Hill  
David Posey  
Michele Mauzerall  
Cheryl Salerno  
Douglas Robison  
Anthony Gioffre  
Michael DeSapio

Also present at the meeting were Jeffrey and Brenda Frischer, Kingwood Park Directors.

2.

### **Privilege of the Floor**

#### Sharon Lightner - Del Val Wildcat Wrestling Tournament at Horseshoe Bend Park

Sharon Lightner handed out a proposal for an idea for the First Annual Wildcat Kingwood Brawl at “The Bend” in the month of April or May of 2014. She explained that it would be for ages K – 6<sup>th</sup> grades, meaning first and second year wrestlers would wrestling. She stated there would be approximately 150 wrestlers. There would be an estimated amount of approximately 200 people and it would be from 9:30am until 2:30pm. She explained that she would like permission to have this tournament in the Morton Building at the Horseshoe Bend Park. She reviewed all the items that they will need to obtain for this tournament. She reviewed all of the expenses, and stated that it would be approximately \$1,100 for all the costs. Vice Chairman Ron Hartpence suggested that the Wildcat Wrestlers look into renting a small set of bleachers (stadium seating) for the tournament. Mrs. Lightner stated that the Parks and Recreation Committee can be in charge of the concession stand and that this would be the Wildcats donation to the township. She explained that Kingwood Parks and Recreation would be in charge of the concessions and keep all of the profits, which could be from \$500 to \$1,000 depending on attendance at the tournament. She explained that the Wildcat Club would be in charge of all the admissions and registrations. She broke down the expenses to everyone. She noted that she can give the Parks and Recreation Committee a count of how much food and drink will be needed for the tournament.

She also stated that Linda Lentine, the coach for the Del Val Dawg Cheerleaders contacted her and mentioned that there are five children on the cheerleading squad who are highly allergic to dogs and asked if the dog organizations would be able to sweep up after their shows.

She also mentioned that she and Linda Lentine, would like to have an experiment by having a kick off football dance this fall, which would be for 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> graders that would be a fund raiser for the Cheerleaders and Wrestling Teams for all the sending districts. It was noted She also stated that they would also like to provide some food to sell during the dance.

She stated that there will be several cheerleading squads coming to Community Day between 3:00 to 4:00pm and giving a demonstration, and the football players will be coming at 4:00pm to play a football game with any children that are interested in trying out the sport to possibly play or to just participate.

Linda Deusch, Saluki Club of America – Came to speak to the Parks and Recreation Committee regarding the grass and how it needs to be cut a day or two before the dog events. She explained her experience the last time they used the facility at the Horseshoe Bend Park. Richard Dodds stated that the grass is cut by few volunteers in Kingwood Township. He stated that there needs to be a reminder that the grass needs to be cut before the events happen.

Linda Deusch questioned as to why it took so long to get the refund of the clubs security deposit back.

3.

The Parks and Recreation Committee explained it takes a few months to have the money approved by the Parks and Recreation and then approved by the Township Committee. There was a lengthy discussion regarding the funds to be returned. There was a discussion where the best places for parking should be for all the people participating in the events. Richard Dodds stated that someone will meet them at the Horseshoe Bend Park to guide them where to park. He explained what has been happening with the dog organizations and where they have been parking and setting up the evening before.

Sue Myer – Chairwoman of the Dog Events, Sue Myers came up and discussed the amount of people that attend the events, and how some of the officers and judges come earlier than the people participating.

Kingwood Township Volunteer Fire Department, James Drake from the Kingwood Fire Department came to talk to the Committee to ask if their fee could be waived for their space on Community Day. This would be to waive the amount of \$125.00 for the space they will be putting up for a pig roast.

It was moved by Chuck Kolvites, seconded by Richard Dodds and carried to approve to waive the fee of \$125.00 for the space on Community Day for the food vending area for the Kingwood Township Volunteer Fire Company.

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

### Horseshoe Bend Park

- Horseshoe Bend Park Update – Richard Dodds

Richard Dodds reviewed an update at the Horseshoe Bend Park. He explained that he purchased a PA system for the Morton Building for any of the events that are conducted in the building. He also explained that there have been tables and chairs purchased for the inside of the building also, which would be for senior events and anyone that needs them when renting the building. He explained that they have been working on trails at the park and that they also built a new trail and stated they are all newly marked. He stated that he looked into purchasing a vacuum cleaner for the inside of the Morton Building, which would also help pick up the hair from dogs off the floor. He noted that the cheerleaders and wrestlers will all be trained for emergency training in case of any injuries while they are practicing.

- Discuss Hunting Season - Horseshoe Bend Park

Richard Dodds explained how the lottery system works for the hunting season. He stated it is basically the same as last year.

4.

- Current List of Hunters that Signed up for the Lottery  
Chairman David Hewitt reviewed.

**New and Pending Business**

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

It was moved by Ron Hartpence, seconded by Richard Dodds and carried to approve the July 3, 2013 Regular Meeting Minutes.

**Roll Call Vote:**

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

Motion to Approve the Amount of \$240.00 to Be Paid to Ian White for Music Camp for the Month of July 2013

It was moved by Ron Hartpence, seconded by Richard Dodds and carried to approve to reimburse of \$240.00 to Ian White for Music Camp for the month of July 2013.

**Roll Call Vote:**

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

Motion to Approve to Pay Joseph Finkle & Son, Inc. for the Purchase of 4 Padlock Keyed Alike for The Kingwood Parks Concession Cabinets in the Amount of \$46.88

It was moved by Ron Hartpence, seconded by Richard Dodds and carried to approve to Pay Joseph Finkle & Son, Inc. for the Purchase of 4 Padlock Keyed Alike for the Kingwood Parks Concession Cabinets in the Amount of \$46.88.

**Roll Call Vote:**

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

**New and Pending Business Continued**

Motion to Approve to Pay QC Labs for Water Testing at the Outside Spigot – Kingwood Park Home in the Amount of \$54.00

5.

It was moved by Ron Hartpence, seconded by Richard Dodds and carried to approve to Pay QC Labs for Water Testing at the Outside Spigot – Kingwood Park Home in the Amount of \$54.00.

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

Motion to Approve to Pay QC Labs for Water Testing at the Women’s Sink Pavilion – Kingwood Park in the Amount of \$43.00

It was moved by Ron Hartpence, seconded by Richard Dodds and carried to approve to Pay QC Labs for Water Testing at the Women’s Sink Pavilion – Kingwood Park in the Amount of \$43.00.

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

Summer Camp Safety Plan – From the Township’s Insurance Company – Recommendations

Chairman David Hewitt reviewed the list of responsibilities of the Parks and Recreation that were listed in the Summer Camp Safety Plan. The Committee reviewed the safety plans. Chairman David Hewitt noted that he will write up a list for the insurance company. There was a discussion of specific training that needs to be done for coaches and anyone that works with youth groups and sports.

**Reports**

Parks and Recreation Accounts: Account Status/Transactions For Parks and Recreation / Recreation

Chairman David Hewitt reviewed the accounts of transactions that needed to be discussed. The Committee discussed several of the line items on the list.

**Operations and Reports for the Kingwood Park:**

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

The Park Directors were present and reviewed their report that is attached to the end of the minutes.

6.

**Buildings and Grounds for the Kingwood Park:**

**Park Directors – Updates**

Brenda Frischer reported that a resident called and wanted to report that the playground needed to be weeded and that there were a lot of bees. There was a lengthy discussion of ways to prevent the crabgrass from growing in the playground sand. Several members offered to look into something to put in the playground area. Chairman David Hewitt offered to go get the sand to put in the area.

It was moved by Chuck Kolvites, seconded by Ron Hartpence and carried to spend up to \$2,500 to purchase materials for a fall zone at the Kingwood Township Park playground.

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

There was a discussion on contacting the County to request that the bridges be cleared of weeds around the bridges. Secretary Keller will write a letter to Hunterdon County Bridges and Roads.

**Sub Committees Meeting Scheduled**

August 15, 2013

Chairman David Hewitt noted that the meeting will be on Thursday, August 15<sup>th</sup> at 7:00pm at the Kingwood Park, and explained that this is a very important time that they need to meet to discuss the details of Community Day.

**Community Day Planning**

Update on Work session of July 18th

Chairman David Hewitt reported that only he and Park Director, Jeffrey Frischer showed up for this meeting on July 18th.

Discuss Program Booklet

Discuss the Community Day Schedule

Current List of Sponsors for Community Day 2013 – As of Today!

There was a lengthy discussion regarding Community Day and what needs to be done.

7.

Trophies for Community Day Car Show and Bocce Tournament

It was moved by Ron Hartpence, seconded by Richard Dodds and carried to approve to spend the amount of \$125.00 for the purchase of trophies for the Annual Community Day Car Show and Bocce Tournament for Community Day.

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

Senior Dinner

November 9<sup>th</sup>, Second Saturday of November

Chairman David Hewitt stated that he spoke with the officers from the Kingwood Methodist Church and they noted that they plan to have an outreach program this year for delivering dinners to those who cannot come to the church for the dinner.

Donations

Chairman David Hewitt reviewed the following donations:

Podpora Family Party – Sunday, July 21– Donated \$100.00 to Parks and Recreation for the Use of the Kingwood Park Pavilion

The Donah Family Party – Sunday, July 14 – Donated \$75.00 to the Parks and Recreation for the Use of the Kingwood Pavilion

Correspondence

Chairman David Hewitt reviewed the following correspondence:

Copy of Letter to the New Jersey State Police Station Commander (Kingwood Barracks) Requesting Coverage for Community Day

Copy of Letter to the Kingwood Twp. First Aid Rescue Squad Requesting Coverage for Community Day

Copy of Letter to Garden State Fireworks – Deposit Check for Fireworks Display

Copy of Letter to the Kingwood Twp. Volunteer Fire Co. – Requesting to Standby During Fireworks Display

Copy of Letter from the Kingwood Twp. First Aid & Rescue Squad re: Coverage Comm. Day Coverage

Copy of Letter to Shop Rite of Flemington – Requesting A Charge Account for Parks Commission Use

8.

**Other Matters**

**Adjournment**

It was moved by Ron Hartpence, seconded by Chuck Kolvites and carried to adjourn the meeting at 9:08pm.

Respectfully submitted,

Cynthia L. Keller,  
Secretary