

**KINGWOOD TOWNSHIP  
PARKS AND RECREATION COMMITTEE  
REORGANIZATION & REGULAR  
MEETING MINUTES**

**JANUARY 6, 2014  
7:00PM**

**CALL TO ORDER**

The meeting was called to order by Secretary Keller at 7:00P.M. Secretary Keller 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 December 19, 2013, and by telefaxing a copy of the notice to the Star Ledger, and the Express Times on December 10, 2013. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on December 10, 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  
Ron Hartpence  
Richard Dodds  
Cynthia Niciecki  
Jack Niciecki  
Antimo Russano  
Anthony Gioffre  
Sharon Lightner

**Absent**

Heidi Diminick  
Michael DeSapio  
Eugene Hill  
Cheryl Salerno  
Michele Mauzerall

Also present at the meeting were Park Director's Brenda and Jeffrey Frischer.

**Reorganization**

**Nomination for Chairperson**

It was moved by Ron Hartpence, seconded by Richard Dodds and carried to nominate David Hewitt, Chairman of the Parks and Recreation Committee for the year 2014.



3.

**Roll Call Vote:**

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

**Privilege of the Floor**

Rick Falkenstein, 28 Milltown Rd and Scott Bills a Certified Sports Field Consultant from Sports Field Solutions, LLC were present to talk about the scope of work to be done to convert the existing infield to 60/90 at the Kingwood Park.

Rick Falkenstein thanked Scott Bills who has offered to do this summary for the breakdown of the lowest estimated labor and equipment costs, plus material costs purchased directly from the supplier. They came to get permission from the Parks and Recreation to do the construction at the park.

Rick Falkenstein noted that he came to the Parks and Recreation Committee to speak to them on their thoughts. He noted that he will be contacting the PTA representative for the Kingwood Township School to see if they would like to help make this happen through fundraisers.

Scott Bills who is a certified sports field consultant for sports fields and turf explained a few proposals he obtained for the project. He reviewed several recommendations for the fields at the Kingwood Park, and noted that he is very familiar with the park. He suggested the best ways to make the fields and the drainage process work to make them water free. He explained the different options. Rick Falkenstein suggested that the grass be taken out to put in the infield materials.

The Park Director's asked if the grass can be saved for the volleyball court over the sand. Rick Falkenstein and Scott Bills noted that they would like to dispose of the soil and grass at the DPW garage. Rick Falkenstein explained that the township is very lucky to have a resident of the township like Scott Bills who is willing to do this to improve the fields in Kingwood. He stated he is going to speak to the DVAA to find out how much money they have, and if they can contribute to the cost of the construction. He noted that Chuck Kolvites from the Kingwood Soccer League told them the soccer league may be able to help them out. Scott Bills feels it would be a lot cheaper to do the work now, rather than in the future. There was a lengthy discussion on the construction of the fields.

The Parks and Recreation Committee feel that they should not get involved with the bidding or the quotes for the construction of the baseball field, but that they had no objections to the work that is planned to improve the infield at the Kingwood Park.

#### 4.

It was moved by Ron Hartpence, seconded by Richard Dodds and carried to authorize the construction of a baseball field by converting the existing infield to 60/90 at the Kingwood Park, and for it to be used as a multipurpose field for many organizations.

**Roll Call Vote:**

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

#### **Wrestling Program**

Sharon Lightner, Officer for the Wildcat Wrestling Club explained that she was late to the meeting this evening because the floors in Morton Building at the Horseshoe Bend Park were dirty from the wrestlers bringing in salt from the parking lot, and that she went to mop the floor.

She explained that she called Jack MacConnell to apologize for the mess in the building from the salt and that she would take care of the floors. Richard Dodds noted that there was a miscommunication regarding using the Morton building last Friday evening and that it will be taken care of by being plowed and cleaned up better for the organizations to use the facility.

She has offered to the Park and Recreation Committee that if they are interested they can run a concession stand for a wrestling tournament they plan on having in May of 2014. She will give the dates as soon as possible.

#### **Horseshoe Bend Park/Ukarish Property Update**

##### Copy of Letter to Hunter – Horseshoe Bend Park Hunting

Richard Dodds briefly reviewed the letter from a hunter that applied for the lottery.

##### Copy of Letter of Thanks to Mr. David Bacon for the Donation Towards HBP

Richard Dodds briefly reviewed letter to Mr. David Bacon.

##### Copy of Resolution No. 2013-112 Authorizing Permitted Bow Hunting on Block 19, Lot 5

Richard Dodds briefly reviewed.

#### **Orange Trail**

He explained that Mr. Oakes who lives in the middle of the Horseshoe Bend Park will not allow anyone to go on that area of the trail near his property. Richard Dodds also noted that there is a shooting range on his property and that he is very concerned about people that may be in the park area while they are using the shooting range. He noted that it is an individual's property and he cannot be stopped unless someone gets hurt. He noted that there is a safety zone for hunting, but not for this shooting range since it is his personal property.

5.

**New and Pending Business**

**Motion to Approve the Minutes of the December 4, 2013 Regular Meeting Minutes for the Parks and Recreation Committee**

This will be listed on the agenda for next month's meeting since several members of the Parks and Recreation Committee did not have a chance to review the minutes.

**Motion to Approve Payment to Ian White for Music Camp at the Kingwood Township School for the Month of December in the Amount of \$75.00**

It was moved by Richard Dodds, seconded by Ron Hartpence and carried to approve the amount of \$75.00 to reimburse Ian White for the Music Club at the Kingwood School.

**Roll Call Vote:**

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

**Motion to Reimburse Park Director Jeffrey Frischer in the Amount of \$35.36 for Accessories for Dishwasher in Kingwood Park Home**

It was moved by Richard Dodds, seconded by Ron Hartpence and carried to approve payment of reimbursement to Park Director Jeffrey Frischer in the amount of \$35.36 for accessories for the dishwasher in the Kingwood Park home.

**Roll Call Vote:**

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

**Horseshoe Bend Park Habitat Management Recommendations**

Richard Dodds reviewed the management recommendations to the Committee. He explained that the Township Committee will be talking about this next month at their meeting.

**Approval for Use of Facility**

**Approval for the Use of Facility for the Kingwood Park – Italian American Club**  
**Approval for the Use of Facility for the Kingwood Park – Kingwood Bocce Club**

6.

It was moved by Richard Dodds, seconded by Ron Hartpence and carried to approve the use of facility for the Italian American Club and the Kingwood Bocce Club to use the Kingwood Park Facilities.

**Roll Call Vote:**

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

### **Old Business**

Copy of Ordinance No. 17-20-2013 An Ordinance Amending Chapter 94, “Open Space and Recreation Areas” of the Code of the Township of Kingwood Adopted by the Township Committee on Dec 5<sup>th</sup>, 2013

Richard Dodds reviewed the ordinance that the Township Committee adopted. He explained that this was adopted after recommended by the Environmental Commission as there were rare butterflies discovered at the Horseshoe Bend Park

Copy of Ordinance No. 17-21-2013 An Ordinance Amending Chapter 94 “Open Space and Recreation Areas” of the Code of the Township of Kingwood – Section 94-3 Rules and Regulations

Richard Dodds reviewed the ordinance that the Township Committee adopted.

Chairman David Hewitt Prepared the Completed List of Annual Activities of Events for 2014

Chairman Dave Hewitt noted that this list has been updated. He then handed out a new list to everyone for their information.

### **Senior Picnic**

Antimo Russano expressed his opinion after what happened at the Senior picnic last year. He feels that he is getting a bit of abuse from the businesses when he has asked them for donations. He feels that the Senior picnic is not what it used to be. He feels that the township should pay for some of the food. He feels that the township does not do enough for the seniors in the town. Anthony Gioffre agreed with what Antimo had to say about the businesses and that it is not fair to ask the same businesses to donate a large tray of food each year. There was a long discussion regarding the food for the senior picnic for this year and future years to come. They all agreed that the township should purchase the food from ShopRite or other stores in place of asking the same businesses to donate food for the event.

7.

### **Operations and Reports:**

#### Report for the Month of December 2013 – From - Park Director's Brenda and Jeffrey Frischer

The Park Director's reviewed their report. This report will be attached to the back of the meeting minutes.

The Committee will be meeting this Sunday morning at 9:00a.m. to clean up the decorations that were put up from the Tree Lighting Ceremony a few weeks ago.

#### End of Year – Budget Account Reports

Richard Dodds briefly reviewed the reports from the township's C.F.O.

#### Park Closed on December 8<sup>th</sup>, 2013

Chairman David Hewitt noted that the park closed on December 8<sup>th</sup>, 2013. The bathrooms have also been winterized for the season.

### **Buildings and Grounds**

The Park Directors briefly reviewed updates regarding the buildings and grounds.

#### **Old Fairview School House**

##### Copy of Letter to the County Dept. of Health and Human Services Re: Approval of the Use of the Old Fairview School House for Senior Yoga Classes for 2014, on the conditions there is no charge for the classes

The Committee reviewed the letter from the County Dept. of Health and Human Services regarding the approval of the use of the Old Fairview School House for the Senior Yoga classes.

##### Copy of Letter from the County Dept. of Health and Approval for the Application for the Use of the Facility

Chairman David Hewitt reviewed the request from the Senior County Health and Fitness Coordinator. The Parks and Recreation Committee have decided that since the seniors are only paying \$2.00 per class for the senior yoga program, the Parks and Recreation Committee would approve the Old Fairview School House facility to be used for the classes.

It was moved by Ron Hartpence, seconded by Mr. Dodds and carried to approve the Use of Facility for the Old Fairview School House for the season of March – October for the Senior Yoga Sessions.

8.

**Roll Call Vote:**

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

### **Review Tree Lighting Event**

Chairman David Hewitt briefly reviewed the following thank you letters sent out for the Tree lighting event.

Copy of Letter of Thanks to Joseph Colalillo, Shop Rite of Flemington for the Donation of Food

Copy of Letter of Thanks to the Kingwood School Chorus

Copy of Letter of Thanks to Walmart of Flemington for the Gift Card

### **Bocce Update**

June 1, 2014 – Bocce Tournament Scheduled from 9:00am to Dark – Both Pavilions

September, 14, 2014 – Italian American Club – Using Both Pavilions Kingwood Park

These dates were approved by the Park Directors and put on their calendar.

### **Annual Egg Hunt**

Egg Hunt – April 12, 2014

### **Community Day Planning**

Ron Hartpence suggested that a subcommittee meeting be scheduled for next month to start preparing and planning Community Day for September 20<sup>th</sup>, 2014. Meeting to be scheduled on the third Thursday of the month of February on the 20<sup>th</sup> at 7:00PM.

There was a discussion regarding old fashion games to be planned for Community Day to get the children more involved. It was suggested that the township try to have a good incentive for the children to attend by giving away items of their interest.

### **Donations**

Donation of \$150.00 from David Bacon (Donation toward the upkeep of the Horseshoe Bend Park.

Secretary Keller noted that a thank you note has been sent to Mr. Bacon for his donation.

9.

**Correspondence**

2013-2017 New Jersey Statewide Comprehensive Outdoor Recreation Plan – NJDEP Green Acres Program

Richard Dodds briefly reviewed the outdoor recreation plan from the NJDEP Green Acres Program.

**Adjournment**

It was moved by Mr. Dodds, seconded by Ron Hartpence and carried to adjourn the meeting at 9:02PM. **All Voted Aye on Roll Call Vote.**

Respectfully submitted,

Cynthia L. Keller  
Secretary