

**KINGWOOD TOWNSHIP
PARKS AND RECREATION COMMITTEE
REGULAR MEETING AGENDA**

June 3, 2015

CALL TO

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 15, 2015, and by telefaxing a copy of the notice to the Express Times on January 12, 2015. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on January 12, 2015.

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

Privilege of the Floor

Horseshoe Bend Park/Ukarish Property Update

Horseshoe Bend Park Update – Richard Dodds

Maps of Positions of ADA Port a Potties

Request and E-Mail from Margaret Sleeper – Re: Compost Toilet for South Side HBP

Leash Free Rules and Regulations Sign – Copy in Folder

Goecaching

Calendar of Events Scheduled for the Horseshoe Bend Park:

June 27th & 28th – North Jersey Kennel Club Dog Show

Kingwood Township Park/Applications/Updates

N/A

New and Pending Business

Motion to Approve the Minutes of the May 6, 2015 Regular Meeting Minutes for the Parks and Recreation Committee

New and Pending Business Continued

Motion to Approve Payment to Ian White for Music Camp at the Kingwood Township School for the Month of May 2015 in the Amount of \$390.00

Mr. White's Summer Music Camp – Old Fairview School House Flyer

Approval for the Use of Facility for Kingwood Park and Horseshoe Bend Park

N/A

Old Business

Superior Court of New Jersey – Community Service Site – Carried from Last Month

Operations and Reports:

Report for the Month of May 2015 – From - Park Director's Brenda and Jeffrey Frischer

Budget Account Reports #1 and #2 – From Township CFO

Buildings and Grounds

Old Fairview School House

Senior Yoga Program 2015 – March 1st – October 31st - Wednesdays 9:00am-12:00noon

Merry Mixers – Third Thursday of each Month Meeting – March, April, May, June, September, October, November

Bocce Update

Bocce Tournament – Community Day Discussion September 19th, Rain Date- September 20th 2015

Senior Picnic – June 6th, 2015

Discuss – Plans for the Day

Fishing Derby – June 13, 2015

Discuss – Planning for the event

Fishing Derby Flyer – By David Hewitt

Community Day Planning

Planning for the Event of September 19, 2015

Review and Choose Rides – Party Perfect List of Ride Provided

Community Day Planning - Subcommittee Meeting

June 18, 2015 7:00pm - Third Thursday of Month / At 200 Union Road, Kingwood Park

Kingwood Flea Market At Horseshoe Bend Park:

Horseshoe Bend Park Flea Market – May 9th and May 10th, 2015 - Review
Total Amount Raised for Flea Market

Annual Senior Dinner at the Kingwood Methodist Church

Saturday, November 7, 2015 from 12:00Noon – 2:00PM

Donations

Donation of \$93.00 from Brooks Case for Use of Facility at Kingwood Park for a Family reunion

Correspondence

Hunterdon County 2015 Community Day information – E-Mail
Sponsorship Form HC Community Day
Hunterdon County 2015 Community Day Flyer

Copy of Letter to Ron Heck – Response to Request to Use Kingwood Park
Thank you Letter to Friends of Kingwood Park – Donations for Flea Market
Thank you Letter to Lisa Scheire and Troop No. 80359 for Help with Egg Hunt
Thank you Letter to Tanya Drake for Donation of Allergy Free Treat Bags for Egg Hunt
Copy of Letter to Garden State Fireworks – Agreement Paperwork for Fireworks Display
Copy of Thank you Letter to Hunterdon Hills Collie Club – Donation of Gift Certificates
Copy of Letter Sent to the Kingwood Twp. Fire Department Requesting Coverage for C. Day
Copy of Letter Sent to the Kingwood Twp. Rescue Squad Requesting Coverage for C. Day

Other Matters

Adjournment

PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGES

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

**June 3, 2015
7:00PM**

CALL TO ORDER

The meeting was called to order by Chairman David Hewitt at 7:07P.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 15, 2015, and by telefaxing a copy of the notice to the Express Times on January 12, 2015. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on January 12, 2015.

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
Antimo Russano
Jack Niciecki
Sharon Lightner

Absent

Chuck Kolvites
Cynthia Niciecki
Michael DeSapio
Eugene Hill
Anthony Gioffre

Privilege of the Floor

Shawn Trimmer – A Scout from Troop 187 explained that he started with Troop 251 in Kingwood Township. He explained that he was present to get permission and approval to build wooden benches to be located at the Horseshoe Bend Park for his Eagle Scout Project, which will be placed along the trails. Shawn passed around a diagram of the bench he is going to build. He noted that he has a relative who is going to donate white oak for him to build the benches.

David Hewitt noted that he made a good choice in the wood. He noted that wood lasts a long time. He stated that he would endorse the paperwork for him to start the project.

2.

Shawn explained that he will be getting many donations for the project and that it will cost approximately \$600.00 by the time he is done.

Heidi Diminick suggested to Shawn, if he completes a bench by September 19th, Community Day, that he could set it up and put the bench on display and get donations towards the project.

It was moved by Richard Dodds, seconded by Ronald Hartpence and carried to approve Eagle Scout project to be done by Shawn Trimmer to build benches at the Horseshoe Bend Park along the trails.

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

Everyone thanked Shawn Trimmer for coming and for choosing his project to be in Kingwood Township.

Horseshoe Bend Park/Ukarish Property Update

Horseshoe Bend Park Update – Richard Dodds

Maps of Positions of ADA Port a Potties

Chairman David Hewitt noted that the township is renting two ADA accessible port a potties for the Horseshoe Bend Park. Richard Dodds explained where the units were placed on the grounds. He noted that one is located on the south side of the park and the other is located on the north side by the Morton building. He showed a map of where they are located on the property over the overhead projector.

Request and E-Mail from Margaret Sleeper – Re: Compost Toilet for South Side HBP

Richard Dodds explained that this individual and the Friends of Horseshoe Bend Park e-mailed the secretary of the Parks and Recreation Committee to distribute to several committees. One being the Open Space Committee, the Parks and Recreation Committee and the Township Committee Members. He explained that the Open Space Committee discussed this request for compost toilets last evening. He stated they decided that it would be best to form a subcommittee with members from the Open Space Committee and Members from the Parks and Recreation Committee to discuss general plans for ideas at the Horseshoe Bend Park.

Richard Dodds explained the purpose of the Open Space Committee being involved with the preserved parks. He noted that some of the purchases that has been preserved are managed by the Hunterdon Land Trust.

3.

He noted that the township needs to have a plan for these parks and feels that a subcommittee would be ideal. He feels that at least two volunteers from Parks and Recreation and two from the Open Space Committee would be a good start.

He explained that this recommendation of the compost toilets needs to be discussed with the subcommittee before making any decisions.

He explained that the State may be able to help out with the funds for the compost toilet, as the Friends of the Horseshoe Bend Park have been trying to get a grant. He explained that they feel this is a much needed item for the Horseshoe Bend Park. Richard Dodds explained that he will contact Meg Sleeper and inform her what the plans are for the compost toilets at this time.

Leash Free Rules and Regulations Sign – Copy in Folder

Richard Dodds reviewed the signs that have been ordered to be made over the projector for the members. He noted that these signs are to protect the township for liability reasons.

Goecaching

Richard Dodds noted that geocaching is global using GPS that can be a fun game, kind of like treasure hunt. He explained how it works over the projector. He noted that there will be geocaching at the Horseshoe Bend Park.

Calendar of Events Scheduled for the Horseshoe Bend Park:

June 27th & 28th – North Jersey Kennel Club Dog Show

Richard Dodds explained that the North Jersey Kennel Club is a very active large group of people that use the Morton Building often for dog shows.

Kingwood Township Park/Applications/Updates

N/A

New and Pending Business

Motion to Approve the Minutes of the May 6, 2015 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by Richard Dodds, seconded by Heidi Diminick and carried to approve the May 6, 2015 Regular Parks and Recreation Meeting Minutes with the following corrections.

4.

Comments and Corrections: Correction on page # 2 – last paragraph – **Sentence as stated:** “It was moved by Antimo Russano, seconded by Heidi Diminick and carried to **purchase** two ADA accessible portable toilets for the Horseshoe Bend Park at the price of \$125.00 each a month from Castle Septic at the rate of \$125.00 for each and \$250.00 for two units.

Replace sentence with the follow sentence: Comments and Corrections: Correction on page # 2 – last paragraph – Sentence as stated “It was moved by Antimo Russano, seconded by Heidi Diminick and carried to **rent** two ADA accessible portable toilets for the Horseshoe Bend Park at the price of \$125.00 each a month from Castle Septic at the rate of \$125.00 for each and \$250.00 for two units.

Page #3 – Sentence following Roll Call Vote: Sentence as stated: “Richard Dodds explained that the **Orange** Diamond Trial was worked on to re-align the trail at the Horseshoe Bend Park.

Replace sentence with the following sentence: Richard Dodds explained that the **Yellow** Diamond Trial was worked on to re-align the trail at the Horseshoe Bend Park.

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

New and Pending Business Continued

Motion to Approve Payment to Ian White for Music Camp at the Kingwood Township School for the Month of May 2015 in the Amount of \$390.00

It was moved by Richard Dodds, second by Antimo Russano carried to approve payment to Ian White for Music Camp at the Kingwood Township School for the month of April 2015 in the amount of \$390.00.

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

Mr. White’s Summer Music Camp – Old Fairview School House Flyer

Chairman David Hewitt reviewed the flyer.

Approval for the Use of Facility for Kingwood Park and Horseshoe Bend Park

N/A

5.

Old Business

Superior Court of New Jersey – Community Service Site – Carried from Last Month

Nothing to discuss this month. It was recommended to carry this until next month.

Operations and Reports:

Report for the Month of May 2015 – From - Park Director's Brenda and Jeffrey Frischer

Park Director's Brenda and Jeffrey Frischer reviewed their report of May 2015. This report will be attached to the end of these minutes.

Budget Account Reports #1 and #2 – From Township CFO

Chairman Dave Hewitt reviewed with the Parks and Recreation Committee their budget reports.

Buildings and Grounds

Jeffrey Frischer noted that he met with Jim Meskill, from Meskill Electric, LLC to get a quote for the separate night light for the bathroom light. He noted that this quote will be for a separate night light, a timer to the bathroom light, a motion sensor switch and the labor for the work. The quote was written for \$450.00 towards this much needed improvement.

It was moved by Heidi Diminick, seconded by Antimo Russano and carried to approve the quote of \$450.00 for electrical work needed at the Kingwood Park for the bathrooms from Meskill Electric, LLC.

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

Old Fairview School House

Senior Yoga Program 2015 – March 1st – October 31st - Wednesdays 9:00am-12:00noon

Merry Mixers – Third Thursday of each Month Meeting – March, April, May, June, September, October, November

Chairman Dave Hewitt reviewed.

Bocce Update

Bocce Tournament – Community Day Discussion September 19th, Rain Date- September 20th 2015

6.

Antimo Russano asked if the Parks and Recreation Members could make a sign stating “ Bocce Tournament Today” for Community Day. He noted that he needs two gallon cans of brown stain to paint the bocce court and would like someone to pick it up for him.

Antimo Russano suggested that something be done in honor of Daria Sheperd, who recently passed away. He explained that she volunteered a lot for the Parks and Recreation and the Township. He feels that it would a good idea to plant a tree in her memory for all the volunteering she did at the park and for the seniors. He noted that he will contact her daughter and let her know.

Senior Picnic – June 6th, 2015

Discuss – Plans for the Day

Chairman David Hewitt stated they are preparing for this Saturday, June 6th for the Senior Picnic. Antimo Russano gave David Hewitt a list of items he needs to pick up for the picnic. Chairman Dave Hewitt recommended that everyone get to the park by 11:00a.m. to set up. He discussed what time the food needs to be picked up.

Fishing Derby – June 13, 2015

Discuss – Planning for the event

Fishing Derby Flyer – By David Hewitt

Chairman Dave Hewitt reviewed. There was a brief discussion on what needs to be picked up for the fishing derby.

Community Day Planning

Planning for the Event of September 19, 2015

Review and Choose Rides – Party Perfect List of Ride Provided

The Parks and Recreation Committee reviewed a list of rides from Party Perfect. These rides will be discussed further at the June 18th subcommittee meeting.

Community Day Planning - Subcommittee Meeting

June 18, 2015 7:00pm - Third Thursday of Month / At 200 Union Road, Kingwood Park

Chairman Dave Hewitt reminded everyone of the subcommittee meeting.

Kingwood Flea Market At Horseshoe Bend Park:

Horseshoe Bend Park Flea Market – May 9th and May 10th, 2015 - Review

Total Amount Raised for Flea Market

7.

Vice Chairman Ron Hartpence noted that all went well at the Flea Market and that they made \$1,910.00 for the proceeds. This money will go towards the Parks and Recreation account for use of the events.

Richard Dodds suggested for next year, it might be a good idea to rent spaces to residents to bring their own items to sell at future Flea Markets. He noted that several people inquired about coming to sell their own items.

Annual Senior Dinner at the Kingwood Methodist Church

Saturday, November 7, 2015 from 12:00Noon – 2:00PM

Donations

Donation of \$93.00 from Brooks Case for Use of Facility at Kingwood Park for a Family reunion

Chairman Dave Hewitt stated that a donation was given to the Parks and Recreation from the Brookes family reunion in the amount of \$93.00 for the Use of the Facility at the Kingwood Park.

Correspondence

Hunterdon County 2015 Community Day information – E-Mail
Sponsorship Form HC Community Day
Hunterdon County 2015 Community Day Flyer

Chairman Dave Hewitt reviewed the following correspondence:

Copy of Letter to Ron Heck – Response to Request to Use Kingwood Park
Thank you Letter to Friends of Kingwood Park – Donations for Flea Market
Thank you Letter to Lisa Scheire and Troop No. 80359 for Help with Egg Hunt
Thank you Letter to Tanya Drake for Donation of Allergy Free Treat Bags for Egg Hunt
Copy of Letter to Garden State Fireworks – Agreement Paperwork for Fireworks Display
Copy of Thank you Letter to Hunterdon Hills Collie Club – Donation of Gift Certificates
Copy of Letter Sent to the Kingwood Twp. Fire Department Requesting Coverage for C. Day
Copy of Letter Sent to the Kingwood Twp. Rescue Squad Requesting Coverage for C. Day

Adjournment

It was moved by Heidi Diminick, seconded by Antimo Russano and carried to adjourn the meeting at 8:38PM. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,
Cynthia L. Keller,
Secretary

