

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

JANUARY 6, 2016

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 December 10, 2015, and by telefaxing a copy of the notice to the Express Times on December 4, 2015. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on December 4, 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

Reorganization

Nomination for Chairperson
Motion to Close the Nomination for Chairperson
Motion to Elect Chairperson for 2016

Nomination for Vice Chairperson
Motion to Close the Nomination for Chairperson
Motion to Elect Vice Chairperson for 2016

Comments from the Newly Elected Chairpersons

Motion and Approval of Scheduled Monthly Meeting Dates and Time for 2016

January 6, 2016	July 6, 2016
February 3, 2016	August 3, 2016
March 2, 2016	September 7, 2016
April 6, 2016	October 5, 2016
May 4, 2016	November 2, 2016
June 1, 2016	December 7, 2016

Motion and Approval of Local Newspapers (Hunterdon County Democrat and the Courier News) for Advertisements for 2016

Privilege of the Floor

William B. Semon, Assistant Executive Director, Hunterdon Youth Services – Present to Discuss the Planning of a Road Race Event for 2017 and to Begin at the Kingwood Township Park

Horseshoe Bend Park/Ukarish Property Update

Horseshoe Bend Park Update – Richard Dodds
Thank you Note from Hunters - HBP

Calendar of Events Scheduled for the Horseshoe Bend Park for November 2015:

Del Val Terrier’s Cheerleading Practice – January 5, 7, 12, 14, 21, 26, 28
Del Val Lightning Soft Ball Team Practice – January 4, 5, 6, 11, 12, 13, 18, 19, 20, 25, 26, 27
Delaware Valley R. H.S. Cheerleading Practice – January 7, 22

Kingwood Township Park/Applications/Updates

N/A

New and Pending Business

Motion to Approve the Minutes of the December 2, 2015 Regular Meeting Minutes for the Parks and Recreation Committee

Motion to Approve to Reimburse Ian White for Music Lessons at the Kingwood School Program In the Amount of \$115.00 for December 2015

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

N/A

Old Business

Operations and Reports:

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

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

Buildings and Grounds

Reports from Park Directors
Kingwood Township Park – Closed December 7th, 2015 and Reopen March 1st, 2016

Old Fairview School House

Old Fairview School House – Closed December 7th, 2015 and Reopen on March 1st, 2016

Bocce Update

Community Day Planning 2016

Subcommittee Meetings: Third Thursday of Each Month at 7:00P.M. Kingwood Park

February 18, 2016	June 16, 2016
March 17, 2016	July 21, 2016
April 21, 2016	Aug 18, 2016
May 19, 2016	Sept 15, 2016

Annual Senior Dinner at the Kingwood Methodist Church

Annual Senior Dinner – November 12, 2016 Kingwood Seniors

Annual Tree Lighting

Review the Event – Receipt of Food Donated to Food Pantry

2nd Annual Kingwood Township Flea Market – HBP

Discuss Dates and Times

Donations

Copy of Receipt for Donating to the Food Pantry – Flemington NJ

Correspondence

Copy of Thank you letter to Kingwood Twp. Fire Co.

Copy of Thank you letter to Chorus Director – Kingwood Twp. School

Copy of Thank you letter to Michael DeSapio – Santa

Copy of Thank you letter to Shop Rite of Flemington – Food Donation

Copy of Thank you Letter to NJSP from Park Directors

Other Matters

Adjournment

PLEASE NOTE THIS AGENDA IS SUBJECT TO LAST MINUTE CHANGES

PARKS AND RECREATION COMMITTEE
REORGANIZATION AND REGULAR MEETING MINUTES

January 6, 2016

7:00PM

CALL TO ORDER

The meeting was called to order by Secretary Keller at 7:10P.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 10, 2015, and by telefaxing a copy of the notice to the Express Times on December 4, 2015. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on December 4, 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
Chuck Kolvites
Ronald Hartpence
David Hewitt
Sharon Lighter
Jack Niciecki
Michael DeSapio
Anthony Gioffre

Absent

Cynthia Niciecki
Eugene Hill
Jack Niciecki
Heidi Diminick

Reorganization

Nomination for Chairperson

It was moved by Richard Dodds, seconded by Michael DeSapio and carried to nominate David Hewitt, Chairman of the Parks and Recreation Committee for the year 2016.

2.

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

Nomination for Vice Chairperson

It was moved by David Hewitt, seconded by Chuck Kolvites and carried to nominate Ronald Hartpence, Vice Chairman for the Parks and Recreation Committee for the year 2016.

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

Motion and Approval of Scheduled Monthly Meeting Dates and Time for 2016

It was moved by Ronald Hartpence, seconded by Richard Dodds and carried to approve the following monthly meeting dates scheduled the first Wednesday of each month being at 7:00PM for the Parks and Recreation Committee for 2016:

January 6, 2016	July 6, 2016
February 3, 2016	August 3, 2016
March 2, 2016	September 7, 2016
April 6, 2016	October 5, 2016
May 4, 2016	November 2, 2016
June 1, 2016	December 7, 2016

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

Motion and Approval of Local Newspapers (Hunterdon County Democrat and the Courier News) for Advertisements for 2016

It was moved by Richard Dodds, seconded by Sharon Lightner and carried to approve to advertise the Parks and Recreation meeting notices in the local newspapers the Hunterdon County Democrat and the Courier News for 2016.

3.

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

Comments from the Newly Elected Chairpersons

David Hewitt thanked all the members of the Parks and Recreation Committee for all of their help the past year. He thanked Secretary Keller for all her help with all the events and Community Day. He hopes to have another great year.

Ron Hartpence commented on a great year the Committee had last year and thanked everyone. He wished everyone a very Happy New Year.

Privilege of the Floor

William B. Semon, Assistant Executive Director, Hunterdon Youth Services – Present to Discuss the Planning of a Road Race Event for 2017 and to Begin at the Kingwood Township Park

William B. Semon, Assistant Executive Director, Hunterdon Youth Services did not attend the meeting.

Antimo Russano, Milltown Road, came to thank everyone from all the Parks and Recreation Committees for all that they did for him. He gave some advice for how he thought it would make things go smoother for Community Day. He suggested that the township consider having Community Day every other year. He feels that way the Parks and Recreation can save money for the event and make it even bigger. Antimo Russano also came to speak to the Committee and get permission to smoke cigars at the Kingwood Park Bocce Pavilion. The Parks and Recreation Committee discussed whether park grounds prohibit smoking. Secretary Keller was instructed to ask the township attorney. It was suggested that this will be discussed at the February meeting.

Horseshoe Bend Park/Ukarish Property Update

Horseshoe Bend Park Update – Richard Dodds

Richard Dodds gave a background on the Church property and how the township purchased the property recently on December 16, 2015 at 8:30A.M. He explained that there was a request from the Township Committee to come up with a name for the newly obtained property. He noted that the Open Space and Ag members talked about a name for the new property. It was suggested that the property be called “The Sanctuary”. The Open Space and Ag Committees made a motion to recommend to the township to name this property “The Sanctuary”.

4.

He noted that there are a lot of scouts that need to do projects, especially for those earning their Eagle Scout. He stated that hopefully they will plan to do new projects on the Church property.

Richard Dodds explained that the township would like to make this property accessible for group camping. He also feels that it would be nice to have a spring meeting there for the Parks and Recreation Committee. He stated that there will be a ribbon cutting ceremony scheduled on the property in the springtime.

Richard Dodds gave a brief update about the hunting program. He explained that the furnace was on all evening and it was a 100 degrees in the Morton Building. He stated the furnace needs to be looked at and repaired if possible.

Thank you Note From Hunters – HBP

Chairman David Hewitt reviewed.

Calendar of Events Scheduled for the Horseshoe Bend Park for November 2015:

Del Val Terrier's Cheerleading Practice – January 5, 7, 12, 14, 21, 26, 28

Del Val Lightning Soft Ball Team Practice – January 4, 5, 6, 11, 12, 13, 18, 19, 20, 25, 26, 27

Delaware Valley R. H.S. Cheerleading Practice – January 7, 22

There was a discussion regarding the two teams that are scheduled on the same days. Secretary Keller explained that the Del Val Jr. Terrier's and the Del Val Lightning are all one group and two separate sports who would like to practice at the same time. They wanted to know what they would need to pay for the two teams. It was decided that the Parks and Recreation Commission will need to review the current fees for the Parks and Recreation and make some changes for the new year.

It was decided to schedule and advertise a special meeting of the Recreation Commission on Tuesday, January 19th, 2016 at 6:30P.M. at the Municipal Building to discuss the fees for the Parks.

Kingwood Township Park/Applications/Updates

N/A

New and Pending Business

Motion to Approve the Minutes of the December 2, 2015 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by Ronald Hartpence, seconded by Richard Dodds and carried to approve the December 2, 2015 Parks and Recreation Meeting Minutes.

5.

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

Motion to Approve to Reimburse Ian White for Music Lessons at the Kingwood School Program In the Amount of \$115.00 for December 2015

It was moved by Chuck Kolvites, seconded by Michael DeSapio and carried to approve to Reimburse Ian White for Music Lessons at the Kingwood School Program in the amount of \$115.00 for December 2015.

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

Recruit New Members for the Parks and Recreation.

Richard Dodds suggested that the Parks and Recreation Committee seek high school students to be on the Advisory Panel to the Parks and Recreation Committee.

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

N/A

Old Business

N/A

Operations and Reports:

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

The Parks and Recreation Committee reviewed over the projector the Park Director’s December 2015 report.

There was a brief discussion regarding the cameras which have been installed at the Kingwood Park. Richard Dodds explained that there will be a unit installed, which will allow the Park Directors to watch the camera from the park house. Richard Dodds asked for help to install the cameras at the Old Fairview School.

There was a discussion regarding enforcing a penalty or ordinance for those that are at the Parks after hours. Jeffrey Frischer suggested posting the ordinance for the public.

6.

Richard Dodds requested to add to the agenda for next month “Discuss Hours of Operations at Park Grounds” and discuss times to be recommended to the township committee.

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

Chairman David Hewitt reviewed the budget reports for December.

Buildings and Grounds

Reports from Park Directors

Kingwood Township Park – Closed December 7th, 2015 and Reopen March 1st, 2016

Old Fairview School House

Old Fairview School House – Closed December 7th, 2015 and Reopen on March 1st, 2016

Bocce Update

There was a request from a Bocce Member and it was discussed earlier whether or not smoking cigars is allowed at the Kingwood Park.

Community Day Planning 2016

Subcommittee Meetings: Third Thursday of Each Month at 7:00P.M. Kingwood Park

February 18, 2016	June 16, 2016
March 17, 2016	July 21, 2016
April 21, 2016	Aug 18, 2016
May 19, 2016	Sept 15, 2016

Annual Senior Dinner at the Kingwood Methodist Church

Annual Senior Dinner – November 12, 2016 Kingwood Seniors

Chairman David Hewitt stated it went very well.

Annual Tree Lighting

Review the Event – Receipt of Food Donated to Food Pantry

David Hewitt noted that he brought the donated food that was donated to the Flemington Food Pantry. He noted that the event went very well.

2nd Annual Kingwood Township Flea Market – HBP

Discuss Dates and Times

It was discussed to have the items dropped off on April 25th through Friday, April 29th and to have the event on April 30th from 8am – 4pm and Sunday, May 1st, 2016 from 8am – 1pm.

There was a discussion whether they would like to have vendors on the two days of the event.

7.

It was also discussion to advertise for the event long before to get the word out.

Donations

Copy of Receipt for Donating to the Food Pantry – Flemington NJ

Correspondence

Chairman David Hewitt read the following correspondence:

Copy of Thank you letter to Kingwood Twp. Fire Co.

Copy of Thank you letter to Chorus Director – Kingwood Twp. School

Copy of Thank you letter to Michael DeSapio – Santa

Copy of Thank you letter to Shop Rite of Flemington – Food Donation

Copy of Thank you Letter to NJSP from Park Directors

Other Matters

N/A

Adjournment

It was moved by Chuck Kolvites, seconded by Sharon Lightner and carried to adjourn the meeting at 8:31P.M. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

**Cynthia L. Keller,
Secretary**