

**KINGWOOD TOWNSHIP  
PARKS AND RECREATION COMMITTEE  
REGULAR MEETING MINUTES  
March 2, 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 January 14, 2016, and by telefaxing a copy of the notice to the Express Times on January 7, 2016. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on January 7, 2016.**

**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  
Sharon Lightner  
Heidi Diminick  
Chuck Kolvites  
Jack Niciecki  
Anthony Gioffre

**Absent**

Cynthia Niciecki  
Michael DeSapio  
Ronald Hartpence  
Eugene Hill

**Privilege of the Floor**

Allison Baskin - Permission to Use the Morton Building for training for the 4-H Paws

Allison Baskin did not attend the meeting this evening.

Jessica Kolvites – Permission to Use the Morton Building for Wedding July 22, 2017

Jessica Kolvites came to the Parks and Recreation meeting to obtain permission to use the Morton Building at the Horseshoe Bend Park for a wedding reception. She also asked for permission to serve alcohol on that day. Richard Dodds explained that this request will be forwarded to the Township Committee for approval to serve alcohol for July 22, 2017. Jessica Kolvites will need to write a letter to the Township Committee requesting to serve alcoholic beverages on July 22, 2017.

2.

It was moved by Richard Dodds, seconded by Sharon Lightner and carried to approve Jessica Kolvites to rent the Morton Building for her wedding reception at the Horseshoe Bend Park on July 22, 2017. It was recommended that she write a letter and go to the Township Committee meeting in April or May of 2017 for approval to serve alcoholic beverages.

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

#### Gary Rabosky – DVAA Board Member to Discuss Use of Fields for 2016

Gary Rabosky came to the meeting to speak to the Parks and Recreation Committee regarding the letter that the organization received informing them that they will need to pay for the use of the fields for softball at the Kingwood Park. He explained that he never received the letter and asked to see a copy of the letter with the fee charges. He noted that the one of the teams is a recreation team and another team is a traveling team. He feels that since they put \$700 towards the repair of the fields last year, he came to the Committee to ask if they would consider a discount or a waiver for their team.

Richard Dodds explained that all the organizations that are using the fields will be paying the same fee, which is once a year. The Parks and Recreation Committee explained the need to charge the fees for the park and the maintenance they will be doing using the funds collected. It was noted that the fields and grass have been maintained and fields are dragged by the Park Directors.

There was a discussion regarding a few members from the Parks and Recreation Committee who are interested in attending a meeting of the DVAA. Gary Rabosky explained when the meeting time would be and where it takes place. Chairman David Hewitt and Park Director Jeffrey Frischer noted that they will plan to attend a meeting on the third Tuesday of the month to explain the reasons for the fees being charged for the use of the fields at Kingwood Park. Gary Rabosky will make sure they are on the schedule for the meeting.

#### Tom Proctor, Scout Master Troop 251 – Permission to Camp at HBP March 18 – 20<sup>th</sup>

Tom Proctor came to the Parks and Recreation Committee to get approval for Troop 251 to camp overnight at the Horseshoe Bend Park the weekend of March 18 through the 20<sup>th</sup>. He explained they will be doing a survivor program with the scouts. He noted that there will be approximately 30 scouts attending. He noted that they will be using the portable port a johns up on the south side of the park.

3.

It was moved by Chuck Kolvites, seconded by Sharon Lightner and carried to approve Boy Scout Troop 251 approval to campout at the Horseshoe Bend Park during the weekend of March 18<sup>th</sup>, 19<sup>th</sup> to the 20<sup>th</sup>.

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

Victoria Hinde – Girl Scout Troop 80577 – Approval to Install a Gaga Pit at Kingwood Park to Earn a Bronze Award

Victoria Hinde was unable to attend the meeting this evening.

**Horseshoe Bend Park/Ukarish Property Update**

Horseshoe Bend Park Update – Richard Dodds

Richard Dodds noted that the security cameras have been installed at the park. He noted that they may purchase two additional camera for the other end of the park. He stated they would like to put cameras at the Old Fairview School House, where there has been damage done in the past. He explained that the township would like to have them put up in case anything ever happens it can be identified. He explained that several generators have been installed at township properties. He noted that a generator is planned to be installed at the Horseshoe Bend Park Morton Building.

He invited anyone that would like to come out and help at the Horseshoe Bend Park on weekends to help out on the trails and cut some of the trees that fell during Superstorm Sandy.

**Calendar of Events Scheduled for the Horseshoe Bend Park for February 2016:**

Del Val Lightning Softball Team March 1,2,7,8,9,14,15,16,,21,22,23,28,29,30

March 5<sup>th</sup>, 2016 - Berkshire Valley Basset Hound Club – Dog Show

March 12<sup>th</sup>, 2016 - Del Val Soft Coated Wheaten Terrier Club

**Kingwood Township Park/Applications/Updates**

Approval for the Kingwood Township School Baseball Team to Use the Baseball Fields at the Kingwood Park

It was moved by Chuck Kolvites, seconded by Richard Dodds and carried to approve the application for use of facility for the Kingwood Township School Softball Team for 2016 to use the Kingwood Township Park for 2016.

4.

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

**New and Pending Business**

**Motion to Approve the Minutes of the February 3, 2016 Regular Meeting Minutes for the Parks and Recreation Committee**

It was moved by Richard Dodds, seconded by Jack Niciecki and carried to approve the February 3, 2016 Regular Parks and Recreation Meeting Minutes.

Comments/Corrections: No comments

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

**Motion to Approve to Reimburse Ian White for Music Lessons at the Kingwood School Program In the Amount of \$260.00 for February 2016**

It was moved by Heidi Diminick, seconded by Sharon Lightner and carried to approve the amount of \$260.00 for the month of March to reimburse Ian White for the Music Club at the Kingwood School.

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

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

**Old Business**

**Update on - Chapter 34 – 8 Proposed Fees; Insurance; Rules and Regulations – Charge for Keys at the Horseshoe Bend Park – Return Policy/Security Deposit**

Richard Dodds noted that this ordinance will be introduced tomorrow evening at the Township Committee Meeting.

5.

Update of Chapter § 94-2 Open Space and Recreation Areas - Hours of operation

Richard Dodds noted that this ordinance will be introduced tomorrow evening at the Township Committee Meeting.

Update Regarding Smoking at Kingwood Township Parks

Chairman David Hewitt explained this was resolved at last month's meeting.

Copy of Memo Sent to the Twp. Committee with Recommendations to Amendments

Chairman David Hewitt briefly reviewed.

Continue Discussion Regarding Name Suggestion for Church Property – The “Sanctuary” or Other Name

Richard Dodds explained what was discussed at the Open Space and Agricultural Advisory Committees meeting last evening regarding the newly purchased property on Horseshoe Bend Road. He explained that there was a member who thought the name “The Sanctuary” was not appropriate if the township would be allowing hunting. He stated that they recommended the property be called Horseshoe Bend Park, since it is contiguous to the existing Horseshoe Bend Park.

Richard Dodds explained that the entrances to the Horseshoe Bend Park are called Horseshoe Bend Park North and Horseshoe Bend Park South.

The Parks and Recreation Committee suggested the name for the new park recently purchased be named “Horseshoe Bend Park East”.

It was moved by Chuck Kolvites, seconded by Heidi Diminick and carried to recommend to the Township Committee that the new name for the Church property be called “Horseshoe Bend East”.

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

**Operations and Reports:**

Report for the Month of January 2016 – From - Park Director's Brenda and Jeffrey Frischer

6.

Park Director's Brenda and Jeffrey Frischer reviewed their monthly report. Jeffrey Frischer noted that he spoke to Alfie Grillo, plumber in Kingwood Township regarding a new hot water heater for the pavilion at Kingwood Park.

It was discussed and agreed that a new hot water heater be installed at the Kingwood Park Pavilion. Chairman David Hewitt noted that the amount will be approved after the installation and we receive the bill for the heater.

There was also a discussion regarding the need for a new kitchen faucet for the Kingwood Park Pavilion.

It was moved by Chuck Kolvites, seconded by Richard Dodds and carried to approve to spend up to \$200.00 for a new faucet for the Kingwood Park Pavilion sink.

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

Budget Account Reports #1, #2, #3, #4 – From Township CFO

The Parks and Recreation Committee briefly reviewed.

**Buildings and Grounds**

Park Directors to Update

**Old Fairview School House**

Old Fairview School House – Opened on March 1<sup>st</sup>, 2016

Secretary Keller explained that a volunteer who is a plumber opened the lines to the Old Fairview School House for the opening of the building on March 1<sup>st</sup>, 2016.

Approval for the Merry Mixers to Use Old Fairview School House Starting March 17 – December 17<sup>th</sup>

It was moved by Chuck Kolvites, seconded by Richard Dodds and carried to approve the use of facility for the Old Fairview School House for the Merry Mixers from March 17, 2016 through December 17, 2016.

7.

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

### **Bocce Update**

New Flyers for Bocce Club – Matches and Tournament

Anthony Gioffre explained the repair maintenance they would like to do this year. He noted that there tournament will be June 5, 2016 this year. Chairman David Hewitt noted that Antimo Russano will be ordering trophies for the tournament and the expense will be approved after the township receives the invoice.

### **Annual Egg Hunt – Kingwood Park – March 26<sup>th</sup> – 1:00P.M.**

Color Eggs at Kingwood Twp. Fire House – Route 519 – March 24<sup>th</sup> – Discuss Time

Flyer Made by Chairman David Hewitt – Annual Egg Hunt

The Parks and Recreation Committee discussed the preparations for the Annual Egg Hunt to be conducted on March 24 at 1:00P.M. at the Kingwood Park

Chairman David Hewitt explained that he prepared a flyer that has been put on the township website and also the Kingwood School website.

It was decided that the Parks and Recreation Members should meet at the Kingwood Park at 9:00A.M. to set up for the Egg Hunt. Chairman David noted that he will be purchasing all the prizes for the event.

### **Senior Picnic – June 4, 2016**

Review Invitation Letter to Go Out to Seniors for the Picnic

The Committee Members reviewed the invitation to go out to the seniors. They all agreed to help stuff envelopes to be sent out to the seniors.

### **Annual Fishing Derby – June 11, 2016**

Flyer Needed to Be Made for Advertisement

Chairman David Hewitt explained that he will work on a flyer for the Annual Fishing Derby.

### **Community Day Planning 2016 – September 17<sup>th</sup>, Rain Date – September 18<sup>th</sup>**

Subcommittee Meeting Scheduled for March 17, 2016 at Kingwood Park – 7:00P.M.

8.

Chairman David Hewitt gave a brief review of last month's subcommittee meeting. He explained that they are thinking about only having one food vendor at Community Day, except for the Kingwood School who will be selling water.

There was a discussion regarding the invitation, sponsorship forms and vendors application to be put on one sheet and sent out in the annual mailing. Richard Dodds noted that he will be working on this form.

Update - 2016 Sponsorship Application - Need Info for Form

Update - 2016 Vendor's Applications - Need Info for Form

**Community Day Planning 2016 – September 17<sup>th</sup>, Rain Date – September 18<sup>th</sup> - Continued**

Update on Volunteers for Community Day – Food Vendors, Sponsors, Vendors, Entertainment, Rides, Games, Demonstrations

Chairman David Hewitt reviewed:

Copy of Letter to Garden State Fireworks – Requesting Agreement for Fireworks Display  
Garden State Fireworks Proposal for September 17<sup>th</sup>, 2016 Community Day

**Annual Senior Dinner at the Kingwood Methodist Church**

2016 – Date for Annual Senior Dinner – November 12, 2016 Kingwood Seniors

**2<sup>nd</sup> Annual Kingwood Twp. Flea Market – HBP Saturday, April 30<sup>th</sup> & Sunday May 1<sup>st</sup>**

Flea Market Flyer to Be Sent – Annual Mailing

The Parks and Recreation Committee briefly reviewed.

**Donations**

N/A

**Correspondence**

Chairman David Hewitt reviewed the following correspondence:

Copy of Letter to DVAA – Re: Amended Fees for Use of Facility

Copy of Letter to Del Val Travel Soccer League – Fees for the Use of Fields/Storage

Copy of Letter to Organization Using the HBP – Facility of the Morton Building/Fields

**Other Matter**

Richard Dodds explained that the State Parks and Forestry has offered a grant to purchase property along the Delaware River. He explained a piece of property that will expand Horseshoe Bend Park that is along the river that the township is possibly interested in purchasing.



9.

**Adjournment**

It was moved by Chuck Kolvites, seconded by Heidi Diminick and carried to adjourn the meeting at 8:50PM. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

Cynthia L. Keller,  
Secretary