

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

**May 4, 2016
7:00PM**

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
Ronald Hartpence
Heidi Diminick
Chuck Kolvites
Jack Niciecki
Michael DeSapio
Sharon Lightner
Brian Obitz

Absent

Cynthia Niciecki
Anthony Gioffre

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

Privilege of the Floor

**MaryAnn Mironchik Present to Get Permission to Plant a Tree In Memory of Her Husband
Walter Mironchik**

The Parks and Recreation Committee welcomed MaryAnn Mironchik to the meeting. Mary Ann Mironchik was present to get permission to plant a tree in memory of her husband Walter Mironchik at the Kingwood Park. She explained that he was a resident of Kingwood Township for 86 years and was involved with many organizations.

2.

He was a policeman on the Kingwood Township Police Department, a Township Committee Member and worked for the township as the Township Clerk for a few years. She expressed how he loved trees and thought it would be a good idea to plant one in his memory at Kingwood Park.

She asked what kind of tree the Parks and Recreation would like to have in the park. Chairman David Hewitt mentioned several different trees that have been planted at the park, and that they do very well on the grounds. He offered to meet Mrs. Mironchik at the park to discuss where it would be planted. She explained that she will pay for the tree and asked where she could purchase one. The Committee Members gave a few suggestions and suggested she speak to a member of the Advisory Panel to Parks and Recreation, Eugene Hill who has a landscaping business and has supplied trees and planted trees for those who have requested the same for their family members. There was a discussion also of getting a plaque made in memory of Mr. Mironchik. Chairman David Hewitt noted that they have ordered plaques for others and will do the same for Mrs. Mironchik. Chairman David Hewitt plans to meet with Mrs. Mironchik at the Kingwood Park to discuss this further along with the Park Director, Jeffrey Frischer.

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

Boy Scout, Bruce Riggio from Boy Scout Troop 251 - Present to Get Approval to Do His Eagle Scout Project at the Kingwood Park

The Parks and Recreation Committee welcomed Bruce Riggio from Boy Scout Troop 251.

Bruce Riggio explained to the Committee Members that he came to speak regarding his Eagle Scout project. He explained that he would like to refurbish the playground at Kingwood Park. He reviewed his power point presentation of a proposed refurbished playground area. He expressed how the Kingwood Park was his favorite place to go when he was young. The Committee Members had no objections and thought it would be a great Eagle Scout Project.

It was moved by Richard Dodds, seconded by Ronald Hartpence and carried to approve the proposal to Refurbishment the Kingwood Township Park Playground for Bruce Riggio's Eagle Scout Project.

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

3.

Antimo Russano, Milltown Road

Antimo Russano came to give an update on the work that has been done at the Bocce pavilion and the pavers they have installed. He came to speak to the Committee Members and let them know he was unhappy that the Senior Picnic was scheduled the day before the Bocce Tournament. He stated that he needs the kitchen to store his food and needs to pick up his food from ShopRite on Saturday and bring it to the park. He feels that with the senior picnic going on, he will not be able to do what he had planned. Richard Dodds explained that the Senior Picnic will be over by 2:30 – 3:00PM. He stated several of the Parks and Recreation Members will be present and the place will be cleaned up by that time. He stated that they will be at the pavilion and can help bring all the items from his car to the kitchen after the picnic. They will also help him set up any tables or chairs on that day also. Antimo Russano thanked the Committee for their time and their offer to help.

Horseshoe Bend Park/Ukarish Property Update

Horseshoe Bend Park Update – Richard Dodds

Richard Dodds explained that Joshua Snyder, who is working towards his Eagle Scout badge is currently working on the pavilion at the Horseshoe Bend Park that he is building near the leash free dog area for his Eagle Scout Project.

Richard Dodds noted that the Dedication and Ribbon Cutting for the new property they purchased, which is now called Horseshoe Bend East is scheduled to be on May 21, 2016. He explained that it will be a light fare and a few trail walks to be part of the event. He explained that he will need help cleaning up the property to get the grounds ready. He will e-mail everyone the details when they will be there for a work session. He noted that a church group will also be coming to help out.

Richard Dodds also talked about a grant that the township applied for to improve the trails. He explained that the Township Committee approved to purchase a gator for the Horseshoe Bend Park.

Approval to Support the Friends of Horseshoe Bend Park Application through 2016 Recreational Trails Grant Program for a Composting Toilet for the South Entrance of the HBP

Richard Dodds explained a resident and member of the Friends of Horseshoe Bend Park, Meg Sleeper is applying for a grant through the Trails Grant Program to purchase a composting toilet for the South Entrance of the Horseshoe Bend Park. He stated that the Parks and Recreation Committee would need to approve to support this application.

Chairman David Hewitt read aloud a letter that has been prepared, which needs to be sent to the Friends of Horseshoe Bend Park with the Parks and Recreation approval.

4.

It was moved by Ronald Hartpence, seconded by Richard Dodds and carried to authorize the Parks and Recreation Committee approving the application to the Trails Grant Program for a composting toilet for the South Entrance of the Horseshoe Bend Park and to send a letter from the Chairman of the Parks and Recreation Committee to the Trails Grant Program stating the approval.

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

Chairman David Hewitt reviewed the following events at the HBP for the month of May 2016:

Calendar of Events Scheduled for the Horseshoe Bend Park for Month of May 2016:

Del Val Jr. Terrier's Cheer Team – May 18
Del Val Jr. Terrier's Wrestling Team – May 2,4,9,11,16,18,23,25,30
Berkshire Valley Basset Hound Club – May 6
Versatile K9 Sports Club – May 14 & 15
Somerset Hills Kennel Club – May 22
Kingwood Twp. 2nd Annual Flea Market - May 1 - 3rd

Kingwood Township Park/Applications/Updates

Receipt from the Delaware Valley Soccer Club/Highlanders for the Use of the Facility at the Kingwood Park in the amount of \$500.00

Chairman David Hewitt reviewed the receipt of Delaware Valley Soccer Club/Highlanders for their payment for the year 2016.

New and Pending Business

Motion to Approve the Minutes of the April 6, 2016 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by Richard Dodds, seconded by Heidi Diminick and carried to approve the April 6, 2016 Parks and Recreation Regular Meeting Minutes with the following corrections:

Page #4 First paragraph second sentence: Replace with: He noted that the caterers will not need the electric for the wedding, because they are using gas cookers, but that the township may want to consider adding a 220 receptacle outlet for future possible needs.

Page#5 Roll Call Vote – Hewitt abstained for this roll call vote.

5.

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

New and Pending Business

Motion to Approve to Reimburse Ian White for Music Lessons at the Kingwood School Program In the Amount of \$270.00 for April 2016

It was moved by Ronald Hartpence, seconded by Richard Dodds and carried to approve the amount of \$270.00 for the month of April to reimburse Ian White for the Music Club at the Kingwood School.

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

Flyers for Ian White Summer Music Camp at the Old Fairview School House – Tuesdays June 28 – July 5 and Thursdays June 30 – July 28

The Committees reviewed the flyer for the Summer Music Camp. They feel that it is a good program for the children. There was a mistake on the flyer. It stated both the Old Fairview School and the Kingwood School. Secretary Keller to call Ian White to find out where the camp will be located.

It was moved by Michael DeSapio, seconded by Ronald Hartpence and carried to approve the summer music camp to be at the Old Fairview School or the Kingwood School for Ian White for 2016.

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

Motion to Approve to Reimburse Jeffrey Frischer for Park Supplies Purchased for the Kingwood Park in the Amount of \$99.98

It was moved by Richard Dodds, seconded by Heidi Diminick and carried to approve to reimburse Jeffrey Frischer for park supplies purchased for the Kingwood Park in the amount of \$99.98.

6.

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

Motion to Approve to Pay Crown Trophy of Flemington NJ for One First Place Trophy for the Bocce Tournament in the Amount of \$55.00

It was moved by Ronald Hartpence, seconded by Richard Dodds and carried to approve to pay Crown Trophy of Flemington NJ for One First Place Trophy for the Bocce Tournament in the Amount of \$55.00.

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

Old Business

Operations and Reports:

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

Park Director Jeffrey Frischer reviewed his report of April 2016. This report will be attached to the back of these meeting minutes.

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

The Parks and Recreation Committee reviewed the Budget Reports for May.

Buildings and Grounds

Park Directors to Update

Park Director, Jeffrey Frischer explained that there was some damage in the parking lot of the Kingwood Park. They have cameras and will have to review them to see who it was and report it.

Old Fairview School House

Old Fairview School House

There was a discussion of moving the existing shed from the property. They briefly discussed where it would be placed at the Kingwood Park.

7.

Bocce Update

Motion to Approve Invoice from Sweet Valley Farms for Flash Brick and McAvoy Brick purchased for the Bocce Pavilion in the Amount of \$395.00

It was moved by Ronald Hartpence, seconded by Richard Dodds and carried to Approve Invoice from Sweet Valley Farms for Flash Brick and McAvoy Brick purchased for the Bocce Pavilion in the Amount of \$395.00.

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

Approval to Serve Alcoholic Beverages at Bocce Tournament – June 5th, 2016 Insurance Certificate Provided – Make Recommendation to Township Committee If Approved By Parks and Recreation Commission

It was moved by Ronald Hartpence, seconded by Jack Niciecki and carried to Approval to Serve Alcoholic Beverages at Bocce Tournament – June 5th, 2016 Insurance Certificate Provided – Make Recommendation to Township Committee If Approved By Parks and Recreation Commission.

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

Senior Picnic – June 4, 2016

Discuss Preparations for the Senior Picnic

It was suggested to talk about the arrangements at the subcommittee meeting on May 19th, at 7:00P.M. Kingwood Twp. Park.

Senior Letter Mailed Out to Senior on April 28th

Thank you to Joyce Hartpence for volunteering her time and helping stuff and put labels on the envelopes to get the letter out to the seniors.

Annual Fishing Derby – June 11, 2016

Chairman David Hewitt reviewed the following:

8.

Review Flyer and Plan for the Event

Letter to Lehigh Valley Dairy Farms for Donation for Juice for Event

Community Day Planning 2016 – September 17th, Rain Date – September 18th

Chairman David Hewitt reviewed the following:

Subcommittee Meeting Scheduled for May 19, 2016 at Kingwood Park – 7:00P.M.

Copy of Fireworks Agreement and Resolution Adopted by the Twp. Committee

Copy of Letter to Kingwood Vol. Fire Co. – Request to Be on Standby at Community Day

Copy of Letter to Kingwood Rescue Squad – Request to Be on Standby at Community Day

Copy of Letter to the New Jersey State Police – Requesting to Be on Standby at Community Day

Copy of Letter to the NJSP – Division Headquarters – Request to Bring Helicopter/Canine Dogs
for a Demonstration on Community Day

Copy of Letter from Kingwood Twp. Volunteer Fire Co. – Acknowledgement of Standby for
Community Day 2016

Annual Senior Dinner at the Kingwood Methodist Church

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

April 30th and May 1st - Annual Kingwood Township Flea Market – HBP

Review – Event – New Ideas for Next Year

Copy of Ad – Flea Market

Donated Amounts Collected for the Flea Market Event - \$1,425.75

Vice Chairman Ronald Hartpence gave a brief review on how the Flea Market event went. He feels it went very well. He stated that it may have done better if the bridge was not out on Horseshoe Bend Road. He explained that many items were donated for the sale to make money for the park. Everyone had a good time and everything went well.

Donations

\$100.00 Donation From the Merry Mixers with A Request to Purchase Gliders for the Folding
Chairs at the Old Fairview School House

Chairman David Hewitt noted that he received a call from the Merry Mixers regarding the request for gliders to move the chairs easier at the Old Fairview School House. He will look into pricing the gliders and bring to a future meeting.

Correspondence

Copy of Letter Requesting Donation – ShopRite Flemington – Senior Picnic

Chairman David Hewitt reviewed.

9.

Other Matter

N/A

Adjournment

It was moved by Richard Dodds, seconded by Ronald Hartpence and carried to adjourn the meeting at 8:00PM. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

Cynthia L. Keller,
Parks and Recreation Secretary