

**PARKS AND RECREATION COMMITTEE**  
**REORGANIZATION AND REGULAR MEETING MINUTES**

**January 4, 2017**

**7:00PM**

**CALL TO ORDER**

The meeting was called to order by Secretary Keller at 7:05P.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 15, 2016, and by telefaxing a copy of the notice to the Express Times on December 8, 2016. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on December 8, 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  
Ronald Hartpence  
Heidi Diminick  
Chuck Kolvites  
Jack Niciecki  
Michael DeSapio  
Anthony Gioffre

Absent

David Hewitt  
Cynthia Niciecki  
Sharon Lightner  
Brian Obitz

**Reorganization**

**Nomination for Chairperson**

It was moved by Ronald Hartpence, seconded by Richard Dodds and carried nomination David Hewitt, Chairman of the Parks and Recreation Committee for the year 2017.

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

2.

It was moved by Richard Dodds, seconded by Chuck Kolvites and carried to nomination Ronald Hartpence, Vice Chairman of the Parks and Recreation Committee for the year 2017.

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

Chairman David Hewitt was absent, Vice Chairman Ronald Hartpence took over the meeting at this time.

Motion and Approval of Scheduled Monthly Meeting Dates and Time for 2017

It was moved by Richard Dodds, seconded by Heidi Diminick 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 2017:

January 4, 2017	July 5, 2017
February 1, 2017	August 2, 2017
March 1, 2017	September 6, 2017
April 5, 2017	October 4, 2017
May 3, 2017	November 1, 2017
June 7, 2017	December 6, 2017

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

Motion and Approval of Local Newspapers (Hunterdon County Democrat and the Courier News) for Advertisements for 2017

It was moved by Richard Dodds, seconded by Heidi Diminick 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 2017.

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

3.

Comments from the Newly Elected Chairpersons

Ronald Hartpence thanked everyone for all the work everyone did the last year and would like to see them all work hard this New Year.

**Privilege of the Floor**

There were no public comments.

**Horseshoe Bend Park/Ukarish Property Update**

Horseshoe Bend Park Update – Richard Dodds

Richard Dodds noted there is not much going on at the Horseshoe Bend Park at this time. There is a few more months of hunting and then the dog organization start up again in the near future.

Thank you Note From Hunters – HBP

Vice Chairman Ronald Hartpence reviewed.

**Calendar of Events Scheduled for the Horseshoe Bend Park for January 2017:**

Del Val Terrier’s Cheerleading Practice – January - 3,4,5,6,7,10,11,12,13,14,17,18,19,20  
21,24,25,26,27,28,30,31

Del Val Lightning Soft Ball Team Practice – January – 8,10,11,13,15,17,18,20,22  
24,25,26,27,29,31

Vice Chairman Ronald Hartpence reviewed the events scheduled for the month of January 2017.

**Kingwood Township Park/Applications/Updates**

N/A

**New and Pending Business**

Motion to Approve the Minutes of the December 7, 2016 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by Heidi Diminick, seconded by Richard Dodds and carried to approve the December 7, 2016 Parks and Recreation Meeting Minutes.

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

4.

Motion to Approve to Reimburse Ian White for Music Lessons at the Kingwood School Program In the Amount of \$220.00 for December 2016

It was moved by Richard Dodds, seconded by Chuck Kolvites and carried to approve to Reimburse Ian White for Music Lessons at the Kingwood School Program in the amount of \$220.00 for December 2016.

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

Richard Dodds noted he will be contacting Ian White to speak to him about his Music Camp.

Motion to Approve Payment to Opdyke Lumber in the Amount of \$943.80 for Lumber to Build New Picnic Tables for the Kingwood Park

It was moved by Richard Dodds, seconded by Heidi Diminick and carried to approve to pay Opdyke Lumber in the amount of \$943.80 for Lumber to Build New Picnic Tables for the Kingwood Park.

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

**Discuss Quotes for Kingwood Park Residence – Repairs**

Hewitt & Danese Inc./ Janas Construction Builders / Everittstown Builders

The Parks and Recreation Committee reviewed the three quotes provided. They discussed the extensive work needed to be done on the Kingwood Park house. It was all agreed that the work needs to be done in 2017. They requested that a memo be written to the Township Committee requesting they consider the quotes, which will be included in the memo to do extensive repairs on the Kingwood Park house. A memo will be prepared for the Township Committee meeting in February.

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

N/A

**Old Business**

N/A

5.

**Operations and Reports:**

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

The Parks and Recreation Committee reviewed over the projector the Park Director’s December 2016 report.

Brenda and Jeffrey Frischer noted they are very thankful to be reappointed as Park Director’s for 2017.

**Budget Account Reports – From Township CFO**

Vice Chairman Ronald Hartpence reviewed the budget reports for December 2016.

**Buildings and Grounds**

Reports from Park Directors

Kingwood Township Park – Closed December 4<sup>th</sup>, 2016 and Depending on Weather and Fields to Reopen on Wednesday, March 1<sup>st</sup>, 2017

**Old Fairview School House**

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

**Bocce Update**

Anthony Gioffre gave a brief report on the Bocce Pavilion and all the work they have done.

**Annual Egg Hunt at Kingwood Park – April 15<sup>th</sup>, 2017 1:00PM**

Vice Chairman Ronald Hartpence noted the Committee will need to start preparing for the Annual Egg Hunt in the next month or so. Heidi Diminick stated that the Annual Egg Hunt is always the week before Easter, therefore, the Annual Egg Hunt will be on **Saturday, April 8<sup>th</sup>, from 1:00 – 3:00P.M.**

**Community Day Planning 2017**

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

February 16, 2017	June 15, 2017
March 16, 2017	July 20, 2017
April 20, 2017	Aug 17, 2017
May 18, 2017	Sept 21, 2017

There was a brief discussion regarding Community Day. It was decided to table the discussion until next month.

6.

**Annual Senior Dinner at the Kingwood Methodist Church November 11, 2017** Vice Chairman Ronald Hartpence reviewed the date for the Senior Dinner for 2017.

**Annual Tree Lighting 2017**

December 2, 2017

**3<sup>rd</sup> Annual Kingwood Township Flea Market – HBP**

Drop off Items for Sale from April 24<sup>th</sup>, 2017 – April 28<sup>th</sup>, 2017

Flea Market – Saturday, April 29<sup>th</sup>, 2017 and Sunday, April 30<sup>th</sup>, 2017

Vice Chairman Ronald Hartpence reviewed the scheduled dates for the 3<sup>rd</sup> Annual Kingwood Township Flea Market at HBP.

**Donations**

N/A

**Correspondence**

Vice Chairman Ron Hartpence 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 Alfonso Grillo – All His Volunteer Plumbing Work

Copy of Thank you letter to Costco of Flemington for Gift Cert towards Tree Lighting

Copy of Thank you letter to Walmart of Flemington for Gift Cert towards Tree Lighting

**Other Matters**

Park Director's Brenda and Jeffrey Frischer noted that if anyone would like to book the Kingwood Park Pavilion to do it soon, because the calendar is filling up quickly.

**Adjournment**

It was moved by Richard Dodds, seconded by Heidi Diminick and carried to adjourn the meeting at 7:59P.M. All voted **Aye** on **Roll Call Vote**.

**Respectfully submitted,**

**Cynthia L. Keller,  
Secretary**