

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

**October 4, 2017
7:00P.M.**

CALL TO ORDER

The meeting was called to order by Chairman David Hewitt at 7:05P.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 12th, 2017, and by telefaxing a copy of the notice to the Express Times on January 5th, 2017. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on January 5th, 2017.

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
David Hewitt
Heidi Diminick
Chuck Kolvites
Michael DeSapio
Sharon Lightner
Anthony Gioffre

Absent

Cynthia Niciecki
Jack Niciecki
Brian Obitz

Also present at the meeting were Kingwood Park Director's Jeffrey and Brenda Frischer.

Privilege of the Floor

Richard Dodds noted that Jennifer Eannucci came to the meeting to observe the meeting. She is interested in being a member of the Parks and Recreation Committee.

2.

Richard Dodds invited her to come to the Township Committee meeting the following evening on October 5, 2017, at 7:00PM to be appointed to the Parks and Recreation Citizen Panel to the Parks and Recreation Committee. Jennifer Eannucci thanked the Parks and Recreation Committee and noted she will be here to be sworn in.

The Parks and Recreation Committee welcomed Jennifer Eannucci to the Committee.

Horseshoe Bend Park/Ukarish Property Update

Horseshoe Bend Park Update – Richard Dodds

Richard Dodds noted they are picking up the brush hog tomorrow for the Horseshoe Bend Park. He gave an update on the Morton Building to be added to the existing Morton Building at the HBP.

Richard Dodds explained when the Church property was owned by the Church, each Christmas one of the members used the house for a Christmas gathering. He noted they inquired about using the home/building again and possibly renting it. Richard Dodds told her that it needs too much work and no one can use the building at the time. She asked him what would need to be done as far as working on the building. Richard Dodds noted money could be applied for from the County for preservation. He explained the steps to be eligible for this application. He noted they have been in touch with a person who has done this in the past and is going to help out with the application. He explained how the individual spent time with a Historian trying to get the correct elements to work on this home. The Parks and Recreation Committee would like to invite the member to the Parks and Recreation to meet them and talk to them about the project.

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

Application for Use of Facilities and Insurance Certificate for Rotary eClub of District 7510 Horizon – Hikes not Heroin Event on October 21st and Rain Date of October 22nd

Chairman Dave Hewitt reviewed the application and insurance certificate. The Parks and Recreation approved the application and insurance received.

Calendar of Events Scheduled for the Horseshoe Bend Park for September 2017:

Chairman Dave Hewitt reviewed the following:

Del Val Jr. Terrier's Cheerleading Team Practice – October
3,4,5,10,11,12,14,17,18,19,21,24,25,26,27

Leigh Valley Afghan Hound Assoc. – October 7 & 8

Hikes Not Heroin Event – October 21st, Raindate October 22nd – South Side

Friends of Horseshoe Bend Park – October 28th

3.

Kingwood Township Park/Applications/Updates

Continued Discussion - Use of Facilities Agreement for the Horseshoe Bend Park Morton Building – Vacating Premises Hours to be Amended and also the Kingwood Park Use of Facility Form

It was discussed and all members agreed that the Agreement Facility Use Form – Vacating premises would be amended to state:

Vacating Premises: All events at the Morton Building must end no later than 10:00pm. The premises are to be vacated no later than 10:00pm.

New and Pending Business

Motion to Approve the Minutes of the September 6, 2017 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by Richard Dodds, seconded by Michael DeSapio and carried to approve the Minutes of the September 6, 2017 Regular Meeting Minutes for the Parks and Recreation Committee.

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

Motion to Approve Payment to King Vending LLC. 140 Hammer Road, Frenchtown in the Amount of 38.00 For Soda for Vending Machine at Kingwood Park

It was moved by Richard Dodds, seconded by Heidi Diminick and carried to approve Payment to King Vending LLC. 140 Hammer Road, Frenchtown in the Amount of 38.00 For Soda for Vending Machine at Kingwood Park.

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

Old Business

Copy of Memo to Twp. Committee – Requesting Increase in Parks and Recreation Commission Threshold – Discussion

Copy of Memo to Twp. Committee Requesting Amendment of Vacating Hours at HBP.

4.

Chairman Dave Hewitt reviewed.

Operations and Reports:

Report for the Month of August/September 2017 – From - Park Director's Brenda and Jeffrey Frischer

Park Director's Brenda and Jeffrey Frischer reviewed their report for August and September 2017.

Budget Account Reports - Township CFO – for October 2017

There were no budget reports received this month.

Buildings and Grounds

Park Directors to Update

Park Director's Brenda and Jeffrey Frischer reviewed.

Old Fairview School House

Chairman Dave Hewitt reviewed the following:

Senior Yoga – With Kim Karsh at the OFVS – No longer Using Building for the Summer Months – At Raritan Township Municipal Building
Merry Mixers – 3rd Thursday of Each Month 9 -2:00p.m. Except for Other Scheduled Events
Closing of the OFVS House – December 8th, 2017

Bocce Update

Update – Anthony Gioffre

Anthony Gioffre gave an update on the Bocce Pavilion and Court. He noted that they will play up until October, as it is getting darker earlier.

Community Day, September 30, 2017

Update on the Outcome of Annual Community Day 2017

Chairman Dave Hewitt reviewed Community Day of September 30th. He noted it was a great day and all went well. The Parks and Recreation Committee feels that there were a good amount of people that came.

5.

Chairman Dave Hewitt noted it was such a great idea to have some history with the Revolutionary War with Historian, Sal DeSapio, who did a great job on the reenactment.

Richard Dodds noted he has had a few new folks who would like to maybe take over Community Day. He noted that the Recreation Soccer League did very well with the food, the boy scouts did well parking, and the girl scouts did well with their bake sale. Richard Dodds noted that all the sponsor's that donated were very generous. He noted that these donations paid for the fireworks. He thanked all the businesses that donated to Kingwood Township's Community Day.

Annual Townwide Yard Sale – October 7, and October 8, 2017

Preparation for Yard Sale

Vice Chairman Ron Hartpence noted he put signs up all around the township. He noted after the meeting he will be handing out signs for everyone to put up throughout the township.

Yard Sale List of Participants and Town Road Map

Chairman Dave Hewitt reviewed the flyer for the Yard Sale to be put out for the public at the Fulton Bank, Baptistown Post Office, the Corner Store and the large mailbox at the top of the ramp. The Parks and Recreation Committee commented the good job on the map and list.

Annual Senior Dinner at the Kingwood Methodist Church

2017 – Date for Annual Senior Dinner – November 11, 2017 Kingwood Seniors Senior Dinner Letter - Get Ready for Mailing

The Parks and Recreation members all helped get the mailing ready to go out to the seniors. Chairman Dave Hewitt reviewed what the Committee does for the Senior Dinner for Jennifer Eunucci.

Annual Tree Lighting Ceremony – Kingwood Park – December 2, 2017

Start Planning

There was a discussion regarding the picture to be handed out to the first graders who will be given the opportunity to color and decorate the winter scene for the contest. The winner will light the tree at the Annual Tree Ceremony on December 2, 2017. Secretary Keller will prepare all that is needed for the contest. She will also reach out to the businesses for donations for refreshments for the event.

The Parks and Recreation Committee noted we should have pictures back by November 20, 2017 and scan and send to Park and Recreation Members to choose a winner. They all agreed that this should be done before Thanksgiving break.

6.

Donations

Donation of \$250.00 from the Conti Family for the Use of Facility at the Kingwood Twp. Park for a Wedding Reception Held at the Pavilion and Thank you Letter

Chairman Dave Hewitt reviewed and read aloud the thank you letter from the Conti Family.

Shed at Old Fairview School House

The Parks and Recreation Members would like to take a look at the roof to see if it needs repair. This will be discussed at next month's meeting.

Correspondence

Letter Regarding - Windsor – Infield Mix

Chairman Dave Hewitt reviewed

Other Matter

N/A

Adjournment

It was moved by Richard Dodds, seconded by Chuck Kolvites and carried to adjourn the meeting at 7:52P.M. **All Voted Aye on Roll Call Vote.**

Respectfully submitted,

Cynthia L. Keller
Parks and Recreation Secretary