

**PARKS AND RECREATION COMMITTEE  
REGULAR MEETING MINUTES**

**April 4, 2018**

**7:00PM**

**CALL TO ORDER**

The meeting was called to order by Chairman, David Hewitt at 7:00 P.M. who read aloud the following notice:

**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 11, 2018 and by telefaxing a copy of the notice to the Express Times on January 4, 2018. A copy of the notice was also posted in the Kingwood Township Municipal Building.**

**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  
Jennifer Eannucci

**Absent**

Jack Niciecki  
Sharon Lightner  
Michael DeSapio

**Privilege of the Floor**

Aroundkone Sananikone, owner of Pure Energy Cycling and President of Pure Energy Velo (501c-3 Non Profit and Kyle Robinson, General Manager of Pure Energy Cycling presented plans to host a Cyclo-cross regional competition and fall festival. The proposed date of the Festival is October 13, 2018 and they are hoping to unify the Kingwood community through this activity.

Cyclo-cross is a European style of event type bike racing which is gathering a US following. This fall will be the 4<sup>th</sup> year that Aroundkone Sananikone has hosted a Cyclo-cross race but the first time combining the race with a charity bike ride and fall festival event. The Race will be open to people ages 10years old and up – male and female.

The Charity bike ride will offer 20, 40 and 60 mile routes. All routes will begin at the south entrance and start times will be staggered to minimize influx of large numbers of riders registering at the same time. Routes will be marked by road signs and stickers for cyclists'

directions and traffic warning signs will be posted. The coordination with state police and the posting of street directions and traffic signs will be handled entirely by the Pure Energy Team. The money earned from entry fees of these charity rides will be donated to both the local Cancer Support Community Group and the American Academy of Rheumatology.

The Cyclo-cross race and the festival will both take place at the north entrance of Horseshoe Bend Park. There will be food vendors, live music, activities for children including a mini Cyclo-Cross course/race and a beer garden. Coordination of all of the above will be managed by the Pure Energy Team.

The race, ride, festival and parking will utilize then entire Horseshoe Bend Park for the day of the event. The South entrance will be used for parking and staging of the charity ride. North entrance and Pavilion will be used for the main festival and the start of the Cyclo-cross race, the actual race will take place in the grassy area below the private homes at the park. The Dog Leash Free area will be used for the main parking.

The event will begin at 8am and will close at 5pm. Food will be available from 10am – 4pm, beer from 11am -4pm and music will begin at 11am. Parking will be managed by volunteers at both entrances.

Arounkone Sananikone stated that we could expect up to 500 racers as this will be a regional race event. Ronald Hartpence requested that a diagram of the race area and liability insurance certificates for the festival, racers and food vendors be submitted before final approval from the Park and Recreation Committee.

Debbie Kratzer, Environmental Commission Chair expressed some concern of the meadows being mowed for this event and the wear and tear on the fields that will be used for parking and the Cyclo-cross race. Richard Dodd noted that the fields in question have always been cut in late September for regular field management. Debbie Kratzer stated her concern is that some of these areas should only be mowed every three years to allow for native plant growth.

Motion to Approve the Preliminary Development of the Pure Energy Cycling Fall Festival, Cicycle Charity Ride and Cyclo-cross race at Horseshoe Bend Park on October 13, 2018.

It was moved by Richard Dodds and seconded by Heidi Diminick and carried to approve the Pure Cycling Fall Festival contingent on final plan presentation at Special Park & Recreation Meeting in June.

<b>Roll Call Vote:</b>	<b>Aye</b>	- Dodds, Hewitt, Hartpence, Kolvites, Diminick Eannucci
	<b>Nay</b>	-
	<b>Abstain</b>	-
	<b>Absent</b>	-

The Committee thanked Arounkone Sananikone and Kyle Robinson for their presentation and asked for an update on event development at a special meeting to be scheduled in June.

### **Horseshoe Bend Park/Ukarish Property Update**

New Jersey Tree Recovery Campaign

Mayor, Richard Dodds reminded the Committee that there will be free tree seedlings distributed at Horseshoe Bend Park on Saturday April 21st from 9a-3p.

Debbie Kratzer, Environmental Commission Chair reminded the Committee that on April 21<sup>st</sup> there will also be the AmeriCorp Tree Planting eveny for National Tree Planting week and she is looking for volunteers to bring their shovels to come and help plant. Wednesday the April 25<sup>th</sup> a team from NJDEP will finish the planting, volunteers welcome. After planting on the 25<sup>th</sup> there will be a fun hike.

Debbie Kratzer gave a brief summary of a study being done at the Horseshoe Bend Park by Colleen Smith, Rutgers PhD student. The study will include a collection of forest dwelling bees. The Environmental Commission granted approval for the collection to take place on four specific days during April and May 2018.

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

Motion to Approve Use of Facility Application for Kingwood Township School Baseball Team's use of KWP Field#7.

It was moved by Richard Dodds and seconded by Heidi Diminick and carried to approve the Kingwood Township School's Use of Facility for Baseball Team's use KWP Field 7.

<b>Roll Call Vote:</b>	<b>Aye</b>	- Dodds, Hewitt, Hartpence, Kolvites, Diminick Eannucci
	<b>Nay</b>	-
	<b>Abstain</b>	-
	<b>Absent</b>	-

### **Calendar of Events Scheduled for the Horseshoe Bend Park for January 2018:**

Chairman David Hewitt reviewed the following scheduled events at Horseshoe Bend Park:

April 7<sup>th</sup> and 8<sup>th</sup> – Hunterdon Hills Collie Club

April 12<sup>th</sup> – Del Val Jr. Terrier's Cheer

April 14<sup>th</sup> and 15<sup>th</sup> – North Jersey Kennel Club

April 23<sup>rd</sup> and 27<sup>th</sup> – Kingwood Township Annual Flea Market Drop

April 28<sup>th</sup> and 29<sup>th</sup> – Kingwood Township Annual Flea Market

### **New and Pending Business**

Motion to Approve the Minutes of the February 7, 2018 Regular Meeting Minutes for the Parks and Recreation Committee

It was moved by Chuck Kolvites and seconded by Heidi Diminick and carried to approve the Minutes of the February 7, 2018 Regular Meeting Minutes for the Parks and Recreation Committee.

**Roll Call Vote:**

<b>Aye</b>	- Dodds, Hewitt, Hartpence, Kolvites, Diminick Eannucci
<b>Nay</b>	-
<b>Abstain</b>	-
<b>Absent</b>	-

Motion to Approve Reimbursement to Ian White for Music Lessons February Music Lessons at Kingwood School Program in the amount of \$360.00 and March Music Lessons at the Kingwood School Program in the amount of \$395.00.

It was moved by Ronald Hartpence and seconded by Richard Dodds and carried to approve the Amount of \$360. 00 to reimburse Ian White for music lessons at the Kingwood Township School for the month of February 2018 and the amount of \$395.00 for the month of March 2018.

**Roll Call Vote:**

<b>Aye</b>	- Dodds, Hewitt, Hartpence, Kolvites, Diminick Eannucci
<b>Nay</b>	-
<b>Abstain</b>	-
<b>Absent</b>	-

Motion to Approve Reimbursement to David Hewitt in the Amount of \$256.00 for the Purchase of Candy for the Township Easter Egg Hunt Held on March 31, 2018.

It was moved by Ronal Hartpence and seconded by Heidi Diminick and carried to approve the amount of \$256.00 be reimbursed to David Hewitt for the purchase of candy for the Township Easter Egg Hunt on March 31, 2018

**Roll Call Vote:**

<b>Aye</b>	- Dodds, Hartpence, Kolvites, Diminick, Eannucci
<b>Nay</b>	-
<b>Abstain</b>	- Hewitt
<b>Absent</b>	-

Park & Recreation Secretary, Michele Tipton-Walters noted that some sports groups book the Horseshoe Bend Park Morton building for two hours only on Saturdays one year ahead. This blocks the calendar so full day events cannot be booked on those days at a revenue loss. It was proposed that the booking of the Morton Building be limited to 3 months in advance for partial day reservations.

Motion to Approve the Advance Booking of the Morton Building for Partial Day Use to 3 Months in Advance Only.

I was moved by Chuck Kolvites and seconded by Richard Dodds and carried to approve Saturday partial day booking of the Morton Building to three months in advance.

<b>Roll Call Vote:</b>	<b>Aye</b>	- Dodds, Hewitt, Hartpence, Kolvites, Diminick Eannucci
	<b>Nay</b>	-
	<b>Abstain</b>	-
	<b>Absent</b>	-

Motion to Approve Mr. Bacon's Summer Science Camp at the Kingwood Park for the Summer of 2018.

It was moved by Richard Dodds and seconded by Chuck Kolvites and carried to approve Mr. Bacon's Summer Science Camp at the Kingwood Park contingent upon liability insurance.

<b>Roll Call Vote:</b>	<b>Aye</b>	- Dodds, Hewitt, Hartpence, Kolvites, Diminick Eannucci
	<b>Nay</b>	-
	<b>Abstain</b>	-
	<b>Absent</b>	-

Future Lease Process of Kingwood Township Farmland

Richard Dodds reviewed the proposed Township Land Farm Lease process. This would be a bid process that would allow the lessee to lease the land for 5 year with another 5 year extension if farming practices are approved. This Lease plan is identical to the state project which was proposed by Open Space and Agriculture Committee at the April 3, 2018 meeting.

Richard Dodds reviewed all the recommended changes to the draft lease that had been requested by the Open Space and Agriculture Committee. The draft lease will be reviewed by the Township Committee and the Environmental Committee. Park and Recreation members were asked to forward their input and suggestions to Richard Dodds.

**Kingwood Township Park/Applications/Updates**

N/A

**Old Business**

N/A

**Operations and Reports:**

The Parks and Recreation Committee reviewed the following:

Report for the Month of February and March 2018 – From Park Director’s Brenda and Jeffrey Frischer.

Richard Dodds stated that the Kingwood Park house septic system needed repair. Emergency repair bills from Castle Septic reviewed.

Budget Account Reports – Township CFO submitted in-out budget only as 2018 Budget has not yet been approved.

Soda Machine Report  
Reviewed

**Buildings and Grounds**

Park Director’s Update

Jeffrey Frischer obtained quotes from Jimmy Meskill, Township electrician, for the repairs to the pavilion damaged receptacle and to replace the PVC fitting for the electric service.

Motion to Approve the Repairs to the Damaged Park Pavilion Receptacles at the Kingwood Park a cost of \$810.00.

It was moved by Chuk Kolvites and seconded by Heidi Diminick and carried to approve the Repairs to the Park Pavilion Receptacles at a cost of \$810.00

<b>Roll Call Vote:</b>	<b>Aye</b>	- Dodds, Hewitt, Hartpence, Kolvites, Diminick Eannucci
	<b>Nay</b>	-
	<b>Abstain</b>	-
	<b>Absent</b>	-

Motion to Approve the Replacement of the Broken PVC Fitting for the Electric Service at the Kingwood Park at a cost of \$415.00

It was moved by Ron Hartpence and seconded by Richard Dodds and carried to approve the replacement of the broken PVC fitting for the electric service at the Kingwood Park at a cost of \$415.00

<b>Roll Call Vote:</b>	<b>Aye</b>	- Dodds, Hewitt, Hartpence, Kolvites, Diminick Eannucci
	<b>Nay</b>	-
	<b>Abstain</b>	-
	<b>Absent</b>	-

**Old Fairview School House** the senior citizens will no longer be using Old Fairview for their event.

**Bocce Update**

Monday Wed Thursday when weather breaks

**AmeriCorps Week Tree Planting at Kingwood Park April 21<sup>st</sup> and April 25<sup>th</sup>**

**Annual Senior Picnic - June 2, 2018 12:00 noon**

Correspondence from Shop Rite outlining food donation for this event.

**Annual Fishing Derby – June 16, 2018 9:00 – noon**

**Community Day and fireworks** – The Committee decided not to hold the Annual Community Day and Fireworks. The proposed Fall Festival will be the expected community event for 2018.

The Recreation commission will meet at a future date to discuss setting a line item budget for all park revenue/expenditures for proper accounting.

**Town-wide Yard Sale October 6, and October 7, 2018**

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

Annual Senior Dinner – November 10, 2018 Kingwood Seniors

**Annual Tree Lighting**

December 1, 2018

**Donations**

**Correspondence**

Chairman David Hewitt reviewed the following correspondence:

Windsor Soil Company – Infield Soil Mix

Reviewed

**Other Matters**

**Adjournment**

It was moved by Richard Dodds and seconded by Heid Diminick and carried to adjourn the meeting at 9:00 P.M. **All voted Aye on Roll Call Vote.**

Respectfully submitted,

Michele Tipton-Walters  
Secretary, Parks and Recreation

