

**PARKS AND RECREATION COMMITTEE  
REGULAR MEETING MINUTES**

**October 3, 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, Gov. Member  
David Hewitt, Chair  
Ronald Hartpence, V. Chair  
Chuck Kolvites  
Jennifer Eannucci  
Jack Niciecki  
Michael DeSapio

**Absent**

Sharon Lightner  
Heidi Diminick  
Brian Obitz  
Anthony Gioffre  
Cynthia Niciecki

**Privilege of the Floor**

Tim Jordan, soccer coach for Kingwood Soccer League, addressed the Committee wishing to discuss how the Township and Community could improve the park and fields. Mr. Gordon told the Committee that his team has had far less time to practice compared with other township leagues due to the poor drainage of the fields at Kingwood Park. Other local parks had been engineered for good drainage which allows them to use their fields for a far greater percentage of the seasonal time. Many parents are removing their children from the Kingwood Teams and going over to Holland and Alexandria because they are not getting enough play time, or what they believe they have paid for, at the Kingwood Park.

The request presented to the Committee was two-fold, first to ask for more leniency on when the fields could be used. If the call on whether or not the fields can be used is close to acceptable but not quite there he asked if the teams could be allowed access due to the constant wet conditions especially this year. The second part of the request was to ask the Committee to invest in one all-weather field, Astro-turf field. Mr. Gordon stated that he is aware of the financial burden of this second request and is willing to work with the Township to create the funds through fund-raising. He offered to volunteer his time to do whatever he could to help with field improvement.

David Hewitt stated that when the park was designed the town did not have enough funds to build the fields to the desirable specs as that endeavor would have been very costly. Our Road Department built the current fields and developed them from initial state of farm field to what we currently have. Mayor, Richard Dodds noted that many members of the Park and Recreation Commission have also coached on the Kingwood Park fields. That some years the fields can be used all three seasons but some years are very difficult, like this year, due to rain conditions that don't allow for the fields to dry. He stated that he has spoken with legal counsel in developing a fund that anyone could donate to. He also proposed a preliminary assessment to determine what the baseline cost would be and by doing so would enable the Township to design a long term plan to upgrade the fields gradually.

Mr. Jordan recommended that we hire a qualified engineer to do the job right and it would be more manageable if the town redesigned one field at a time over a long period of time. He also suggested allowing the soccer leagues to work their fee off in field improvements similar to what the softball team has worked out with the Commission.

Ronald Hartpence suggested that fundraising would need to be the main source of income for this project since the taxpayers may not want taxes to go up. Mr. Jordan stated that he agreed tax increase would not likely be desirable but felt that since this property is owned by the Township that matching Township funding should be considered. David Hewitt reminded the Commission that the United Methodist Church is holding a Roast Beef Dinner as a fundraiser with funds to be donated to youth sports at the Kingwood Park. Mr. Hewitt recommended that the Commission develop a line item for Youth Sports to begin the process.

#### Motion to Obtain Engineering Study on Improvements on the Kingwood Park Fields

It was moved by Richard Dodds and seconded by Micahel DeSapio and carried to Obtain Engineering Study on Improvements on the Kingwood Park Fields.

<b>Roll Call Vote:</b>	<b>Aye</b>	<b>- Dodds, Hewitt, Hartpence, Kolvites, Niciecki, Eannucci, DeSapio</b>
	<b>Nay</b>	<b>- None</b>
	<b>Abstain</b>	<b>- None</b>
	<b>Absent</b>	<b>- Diminick, Lightner</b>

Diane Hanley, who has served on the Park and Recreation Committee in the past and has played the role of Easter Bunny for many years addressed the Committee. She will soon be moving out of state and would like to donate both the Easter Bunny costume and a Santa costume that was given to her to the Park and Rec Committee. The Committee thanked Diane for her years of involvement and service to the community and wished her luck with her relocation.

Victoria Hines of the Kingwood Township School PTA requested permission to hold a Trunk and Treat event at the Kingwood Park on Halloween. In the past they have done this at the school but would prefer to hold this at the park to make sure this event is seen as a community event not a school event.

Ms. Hines also mentioned that the PTA will be sponsoring a “Stuff your Face 5k Race” at Thanksgiving. The entry fee will be \$25.00 and will include a T-shirt.

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

There will be a meeting at 4:00 pm Friday the 5th at Horseshoe Bend Park in preparation for the Fall Festival. All Park and Recreation members who are interested are invited to attend the meeting. The festival begins at 8:00am so volunteers are requested to come out by 7:00am.

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

Chairman David Hewitt reviewed the following scheduled events at Horseshoe Bend Park  
Del Val Terriers Jr. Cheer weeks of:

#### **October**

7<sup>th</sup> (set up on the 6<sup>th</sup>) – Leigh Valley Afghan Hound Association

9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> – 9am – 4pm – Carole Doerr Allen – Dog Scent Work Seminar

9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> – 5:30pm – 8:30pm – Del Val Jr. Terriers Cheer

13<sup>th</sup> – Fall Festival

16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup> – Del Val Terriers Cheer

20<sup>th</sup> – Hikes Not Heroin

23<sup>rd</sup>, 24<sup>th</sup>, 25<sup>th</sup>, and 26<sup>th</sup> - Del Val Terriers Cheer

28<sup>th</sup> – NACMO Horse Orienteering – South HSB Park

30<sup>th</sup> – Del Val Terriers Cheer

### **New and Pending Business**

#### **Motion to Approve the Minutes of the September 5, 2018 Regular Meeting Minutes for the Parks and Recreation Committee**

It was moved by Ronald Hartpence and seconded by Jennifer Eannucci and carried to approve the minutes of the September 5, 2018 regular Meeting for the Parks and Recreation Committee. With noted changes: Mayor, Richard Dodds requested that the September minutes state “Parking area at the Morton Building has been expanded and a road has been extended at the South Entrance. That entry should be noted as “A driveway to the shed has been expanded”.

<b>Roll Call Vote:</b>	<b>Aye</b>	- <b>Dodds, Hewitt, Hartpence, Kolvites, Nicieckie, Eannucci, DeSapio</b>
	<b>Nay</b>	- <b>None</b>
	<b>Abstain</b>	- <b>None</b>
	<b>Absent</b>	- <b>Diminick, Lightner</b>

Motion to Approve the Payment of Bocce Tournament Awards in the Amount of :  
1st Place \$300.00 to Anthony Russano, 2<sup>nd</sup> Place \$200.00 to Anthony Reda and 3<sup>rd</sup> Place \$100.00 to Ignazio Bruneo.

It was moved by Richard Dodds and seconded by Michael DeSapio and carried to approve the payment of Bocce Tournament awards in amount of: 1<sup>st</sup> Place \$300.00 to Anthony Russano, 2<sup>nd</sup> Place \$200.00 to Anthony Reda and 3<sup>rd</sup> Place \$100.00 to Ignasio Bruno.

<b>Roll Call Vote:</b>	<b>Aye</b>	- <b>Dodds, Hewitt, Hartpence, Kolvites, Nicieckie, Eannucci, DeSapio</b>
	<b>Nay</b>	- <b>None</b>
	<b>Abstain</b>	- <b>None</b>
	<b>Absent</b>	- <b>Diminick, Lightner</b>

Lisa Oertle has requested use of the Old Fairview School building to offer Yoga lessons to Kingwood School teachers. Mayor, Richard Dodds stated that the Park and Recreation Commission has approved similar use of the building in the past. At that time the rental cost did not cover the heating expense so the program ended. The Commission agreed to let Ms. Oertle use the building for the next six weeks until the end of November for the same cost as was established for previous program.

**Kingwood Township Park/Applications/Updates**  
 N/A

**Old Business**

Keyless Entry System Horseshoe Bend Park

Mayor, Richard Dodds has been working on obtaining competitive prices for a keyless entry system. He has made contact with a company named Alarm Lock. The system allows for 40,000 event time/date stamped audit trail. It also has 500 lock/unlock schedules so each club using the Morton Building can keep their card which can be turned on and off for their particular events only. Secretary, Michele Tipton-Walters was asked to obtain 2 to 3 competitive quotes for similar system for review at the November meeting.

Post Event Cleaning at Horseshoe Bend Park Morton Building

Richard Dodds stated that a mandatory cleaning service post events at the Horseshoe Bend Park Morton Building will need to be implemented to ensure that the building is consistently cleaned and maintained. This service will require a change in the current price schedule for 2019.

The Commission agreed that any group that uses the Morton Building multiple times throughout the year and are in good standing will be offered a discount. The multiple use discount will help to compensate for the facility use fee increase.

### **Operations and Reports:**

#### **Park Director's Report**

Reviewed.

Fields are exceptionally wet and there has been public concern over the amount of days that the fields have been closed.

#### **Budget Account Reports from Township CFO for August**

Discussed Park and Recreation Budget.

Jeffrey Frischer noted that the balance in the Park "Other Expenses" account is \$3,743. Mr. Frischer recommended that the Commission use that money to put towards a deposit for fireworks display at a Community Day in 2019. Mayor, Richard Dodds stated that the state would have to approve the use of Park and Recreation Commission funds in 2018 for an event in 2019. The Commission agreed to look into this further.

There have been kids who come to the park and drive circles in the parking lot. Mr. Frischer recommended new lights and/or a night vision camera be installed to deter or identify people who use the park for delinquent purposes.

Jeff Frischer requested playground be closed three times this year for maintenance. He requested a public notice be put in the local newspaper and signs be posted at the park when maintenance is to be scheduled. Mayor, Richard Dodds said that it is an appropriate request and the maintenance schedule should be planned for 2019.

Mr. Frischer noted that there is \$1,059.30 in soda machine line item. He believes the soda revenue should not be put into the soda machine line item because that revenue could be used for more than just replenishment of drinks for the machines. He requested that the balance in the soda machine account be transfer to the In/Out account. It was suggested that the balance of the soda machine account could be used toward the purchase of the Keyless Entry system at Horseshoe Bend Park.

#### **Park and Rec In/Out Report for August**

Reviewed.

### **Old Fairview School House**

### **Bocce Update**

### **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**  
Windsor Soil Reviewed

**Other Matters**  
Update: Bill D'Allesio has submitted agreed upon payment of \$263.00 for Del Val Lightening Soft Ball Team use of Kingwood Park for 2018-2019 season. Balance of \$263.00 to paid through field improvements demonstrated by receipts to be submitted to Jeffrey Frischer.

**Adjournment**  
It was moved by Ronald Hartpence and seconded by Richard Dodds and carried to adjourn the meeting at 8:32 P.M. **All voted Aye on Roll Call Vote.**

Respectfully submitted,

Michele Tipton-Walters  
Secretary, Parks and Recreation