

**PARKS AND RECREATION COMMITTEE
REGULAR MEETING MINUTES
February 1, 2023
7:00PM**

CALL TO ORDER

The meeting was called to order by David Hewitt, Committee Chair, at 7:03 P.M. The following notice requirement was read aloud:

NOTIFICATION REQUIREMENTS

Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act by being published in the Hunterdon County Democrat on January 19, 2023. A copy of this notice was posted in the Kingwood Township Municipal Building and the Township website on January 25, 2023.

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

Lance Riggio
David Hewitt
Richard Dodds
Mara Tippet
Heidi Diminick
Maureen Bydalek
Laurie Linton

Absent

Jack Niciecki
Cynthia Niciecki

Privilege of the Floor

Michael Saus, Eagle Scout Candidate, Flemington NJ

Mr. Saus requested permission from the Parks and Recreation Committee to allow him to build a kiosk that would be placed at Horseshoe Bend Park North between the Morton building and the Leash Free Dog Area. He discussed specific the location of the kiosk and materials needed. The kiosk would be built off-site and then brought to the Park for placement.

Mr. Saus would also like to do trail maintenance along the orange trail. He would need 8-10 people, which he would solicit through the scout troop. He would need various tools and equipment which he plans to purchase through fund raising activities. He expects to begin this project in March and have it completed by August or September.

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Motion to Approve Eagle Scout Micahel Saus's Kiosk Building Project and Orange Trail Maintenance at Horseshoe Bend North.

It was moved by Richard Dodds, seconded by David Hewitt to approve Michael Saus's Eagle Scout Kiosk Building Project and Orange Trail Maintenance at Horseshoe Bend Park North

Roll Call Vote:	Aye	- Riggio, Hewitt, Dodds, Tippet, Diminick, Bydalek, Linton
	Nay	- None
	Abstain	- None
	Absent	- J. Niececki, C. Niececki

Andy Russano, Sr. asked the committee if the fence around the Bocce court at Kingwood Park could be replaced. It is now more than 15 years old and has been damaged by years of mowing around the perimeter. D. Hewitt stated that he spoke with Michael Ewing, DPW Foreman, and knows that it's in rough shape. Mr. Russano recommended that the Committee replace the fence with one similar to the wood fence at Mine Brook Park in Raritan Twp. D. Hewitt agreed to meet with Mr. Ewing to get cost estimates for the project. Mr. Russano also requested to be permitted to hang an Italian flag on the Kingwood Park flagpole.

D. Hewitt recommended that Mr. Russano come back at the March meeting for a follow up.

Mr. MacConnell has been fixing fencing and moving/clearing trees etc at Horseshoe Bend Park. He discussed the history of Horseshoe Bend Park and how the Township obtained the initial funded land. He asked that the current Committee be returned to Commission status again with an "in-out account". D. Hewitt explained to the new members of the Parks and Recreation Committee what the difference is between a Park Commission and Park Committee and why he thought the change to Committee was made. L. Riggio stated he would bring this request to the Township Committee.

Mr. MacConnell is working with M. Tippet regarding mowing in the park to ensure that wild-flowers will not be affected. She recommended using a seed drill for some of the Horseshoe Bend Park projects. She will look into borrowing one.

L. Riggio addressed Mr. MacConnell's previous request to have the NJ State Forestry Division's Fire Truck returned to Horseshoe Bend Park. It was discovered that the truck is used for the full length of the Delaware River Canal Park and had been kept at Horseshoe Bend Park due to the Park's central location. The NJ State Forestry Division has since moved the fire truck to another central location that is better suited to their use.

Horseshoe Bend Park Update

Maintenance Plan

R. Dodds reviewed the list of what the Horseshoe Bend volunteers do at the Park and suggested the list be kept on file for reference.

Calendar of Events Scheduled for the Horseshoe Bend Park for the 1st Quarter 2023:

February 18th and 19th - NJ Forest Fire Protection Meeting/Workshop

March 4th – Berkshire Valley Bassett Hound Club Dog Show

March 18th and 19th – North Jersey Kennel Club Dog Show

April 1st – Labrador Retriever Club Dog Show

April 9th – Hill Crest Collie club

April 22nd and 23rd – North Jersey Kennel Club

***North Jersey Kennel Club request for partial use on evening of April 21st for puppy show from 5:00PM-7:00PM.**

Events Scheduled for the Kingwood Park Pavilion for the 1st Quarter 2023:

None to Date

Motion was Made to Allow North Jersey Kennel Club to Host a Two-Hour Puppy Show on the Evening of April 21, 2023 at the Horseshoe Bend Park and to be charge the Intermittent Use Fee of \$66.00

It was moved by Richard Dodds, seconded by Heidi Diminick to allow North Jersey Kennel Club to host a two-hour puppy show on April 21, 2023 at the Horseshoe Bend Park and to be charge the Intermittent Use Fee of \$66.00.

Roll Call Vote:	Aye	- Riggio, Hewitt, Dodds, Tippet, Diminick, Bydalek, Linton
	Nay	- None
	Abstain	- None
	Absent	- J. Niciecki, C. Niciecki

(2). Subrogation Form – Requested by Township insurance company to be signed for all facility rentals at both Parks.

R. Dodds requested that the Waiver of Subrogation be held back from use until the Parks and Recreation Committee can discuss with the Township attorney along with the Volunteer Waiver form.

New and Pending Business

Motion to Approve the Minutes of the January 11, 2023 Reorganization and Regular Meeting Minutes for the Parks and Recreation Committee.

It was moved by Richard Dodds, seconded by Maureen Bydalek to approve the January 11, 2023 Reorganization and Regular Meeting Minutes Parks and Recreation Meeting with one correction

on page 3, change the reference of the NJ State Department of Transportation to NJ State Department of Environmental Protection in two locations.

Roll Call Vote:	Aye	- Riggio, Hewitt, Dodds, Tippet, Diminick, Bydalek, Linton
	Nay	- None
	Abstain	- None
	Absent	- J. Niececki, C. Niececki

Old Business

OuterSpatial Invoice

Tabled to March 1, 2023 meeting

Discuss Kingwood Park Use of Field fees for Youth Sport Leagues

M. Bydalek reported on her findings regarding surrounding municipalities fees for field usage for youth sports. The Committee reviewed the various Facility Rental Agreements that Alexandria Park and Recreation Committee uses for their Parks. It was determined that Kingwood Township's current facility and field use rates are in line with other municipalities. The Committee also agreed that field rental fees should be charged across the board for both youth and adult teams and clubs.

Sub-Committee Updates

Park Director's House

Members: David Hewitt, Michael Ewing, DPW Foreman, and Richard Dodds

Update: None

Lindsey White House

Members: Richard Dodds, David Hewitt, Betty De Sapio and Jack MacConnell

Update: None

Kingwood Township Hunting Program

Members: Jack Niececki, Richard Dodds, David Hewitt, Jack MacConnell,

John Scricco, Resident

Update: R. Dodds emailed a draft of the Wildlife Management Guidelines for Hunting 2023 to all members of the sub-committee for review.

Township Event Planning

Heidi Diminick

Maureen Bydalek

Lauri Linton

Operations and Reports:

January Financial Report

R. Dodds requested using the previous financial reporting format. It was further suggested that a line for Donations be added to the current report and to also request that Department of Public

Works report all purchases/charges applied to Parks and Recreations \$9,000.00 portion of the Buildings and Grounds Account

Correspondence

None

Annual Egg Hunt

April 8, 2023

Annual Senior Picnic

June 10, 2023

Fishing Derby

June 17, 2023

Community Day

September 16, 2023

Townwide Yard Sale

October 7th and 8th, 2023

Annual Tree Lighting

December 2, 2023

Donations

None

Other Matters

Green Acres Stewardship Grant Application.

R. Dodds reported that this application is mainly for land acquisition and the Open Space Committee has reviewed and decided not to apply.

Adjournment

It was moved by Richard Dodds and seconded by Mara Tippet to adjourn the meeting at 8:40 PM.

All voted Aye on Roll Call Vote.

Respectfully submitted,
Michele Tipton-Walters

Secretary, Parks and Recreation