

**PARKS AND RECREATION COMMITTEE  
REGULAR MEETING MINUTES**

**March 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 February 22, 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  
Jack Niciecki  
Cynthia Niciecki

**Absent**

Mara Tippet  
Maureen Bydalek

**Privilege of the Floor**

Jack MacConnell reported that many Ash trees have been removed at the Horseshoe Bend Park. There are plans to plant various grasses within the pollinator meadow next to the pump-house this Spring.

**Horseshoe Bend Park Update**

R. Dodds presented a list of both consumable and one time acquisitions that would be beneficial to the volunteers at Horseshoe Bend Park. Michael Ewing, General Foreman Department of Public Works (DPW), reminded the Committee that the DPW manages and maintains all motorized equipment for the Township which includes chain-saws. The consumable items on the list will be purchased for the volunteers by DPW out of their Vehicle Maintenance account.

The Committee discussed the one-time acquisitions on the list, specifically a request for a landscape trailer. D. Hewitt noted that it isn't a good idea to have private vehicles towing a Township owned trailer and equipment on the main roads. L. Riggio stated that he will work with the insurance company representative to find a way to be able to utilize volunteers while protecting the Township from potential liability issues. No decision was made by the Committee regarding equipment purchases.

### **2023 Parks and Recreation Budget Discussion**

L. Riggio reviewed the Parks and Recreation expense report for both Parks and Playgrounds and Recreation accounts for the calendar year 2022. He reiterated to the Committee that the Township does not intend to raise taxes this year and they are looking to trim back where possible. The report showed that there were minimal expenses drawn from the Parks and Playgrounds account of \$6,000.00 in 2022. The Recreation account had historically started with a \$4,000.00 balance but the Township Committee had added an additional \$5,000.00 specifically earmarked for the Community Day fireworks display. In the event a grant could not be obtained. Ultimately, a grant was awarded and those funds were not used.

Mr. Riggio queried the Committee if they thought \$6,000 and \$4,000., respectively were sufficient for 2023. Secretary Walters reported that the rough quote for a 15-minute fireworks display for September 2023 is \$6,500.000. There is currently \$5,000.00 in the Recreation account for this purpose. The Committee discussed if a fireworks display was worth the quoted price. L. Linton made a suggestion to host a bon fire at the end of Community Day instead of fireworks. It was reported that there are many obstacles to getting a permit from the Department of Environmental Protection for an open fire but that she should look into the process nonetheless. It was requested that the Township seek bids for the fireworks display.

The Committee discussed the Parks and Playground account of \$6,000. Very little funds were used from this account since repairs and maintenance costs are drawn from Buildings and Grounds account. M. Ewing noted a need to upgrade soccer goals and to consider investing in Lacrosse equipment. Some Committee members supported individual teams supplying their own goals/nets. H. Dimminick recommended the Township actively seek users for the fields at Kingwood Park from travel leagues and tournament groups.

The Committee agreed to leave the budget for 2023 the same as it was for 2022.

### **Calendar of Events Scheduled for the Horseshoe Bend Park for the 1<sup>st</sup> Quarter 2023:**

March 4<sup>th</sup> – Berkshire Valley Bassett Hound Club Dog Show

March 18<sup>th</sup> and 19<sup>th</sup> – North Jersey Kennel Club Dog Show

April 1<sup>st</sup> – Labrador Retriever Club Dog Show

April 9<sup>th</sup> – Hill Crest Collie Club

April 15<sup>th</sup> – Free Tree Seedling Give Away

April 21<sup>st</sup> - 23<sup>rd</sup> – North Jersey Kennel Club

### **Events Scheduled for the Kingwood Park Pavilion for the 1<sup>st</sup> Quarter 2023:**

Italian American Club Bocce Practice Start – Every Monday and Thursday April 3<sup>rd</sup> through October 30<sup>th</sup>.

April 23<sup>rd</sup> – Taylor Esposito – Birthday Party

## **New and Pending Business**

### **Motion to Approve the Minutes of the February 1, 2023 Regular Meeting Minutes for the Parks and Recreation Committee.**

It was moved by Richard Dodds, seconded by Laurie Linton to approve the February 1, 2023 Regular Meeting Minutes Parks and Recreation Committee.

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

### **Volunteer Release Form**

Committee requested that L. Riggio query the Township Attorney to see if the wording on the Volunteer Release form can be altered to avoid the word “defend” as it currently reads. Mr. Riggio to report back at the April 5<sup>th</sup> meeting.

### **2023 Facility Use Agreement Forms for Horseshoe Bend and Kingwood Parks.**

R. Dodds requested that a sub-committee be formed to review the Facility Use Agreement forms.

H. Diminick and L. Linton volunteered the Events sub-committee for this review.

They will contact M. Bydalek for the sub-committee as well.

### **OuterSpatial Contract Renewal**

The Committee discussed the cost-benefit to using the OuterSpatial app at Horseshoe Bend Park. Positive comments were hiker safety and the ability to put update notices and promotional information on the app. Negative comments were cost and a free alternative is available.

Motion to approve the 2022-2023 Trail Head Labs invoice in the amount of \$3,000.00 for the OuterSpatial App.

It was moved by Richard Dodds and seconded by Heidi Diminick to approve the 2022-2023 Trail Head Labs invoice in the amount of \$3,000.00 for the Outer Spatial App.

Roll Call Vote:	Aye	- Dodds, Diminick,
	Nay	- Hewitt, J. Niciecki, C. Niciecki, L. Linton
	Abstain	- Riggio
	Absent	- Bydalek, Tippet

## **Sub-Committee Updates**

### **Park Director’s House**

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

Update: None

### Township Event Planning

Heidi Diminick

Maureen Bydalek

Lauri Linton

The sub-committee presented tentative plans for a “Family Fun Night”. Residents would be invited to come out to Kingwood Park to play different games for all ages that would be set up in advance. They will be soliciting donations for ice cream for this event.

### **Operations and Reports:**

February Financial Report

Reviewed

### **Correspondence**

Green Acres response to request for Kingwood Township hunters be permitted to enter hunting lottery before the general public. Mr. Appleget responded that resident priority lottery selection could only be applied to Green Acres unfunded properties. Any funded properties must be open to the general public without showing priority to Kingwood Township residents.

### **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 7<sup>th</sup> and 8<sup>th</sup>, 2023

### **Annual Tree Lighting**

December 2, 2023

### **Donations**

None

### **Other Matters**

**Adjournment**

It was moved by Heidi Diminick and seconded by Richard Dodds to adjourn the meeting at 9:18PM.

All voted Aye on Roll Call Vote.

Respectfully submitted,  
Michele Tipton-Walters

Secretary, Parks and Recreation