

**PARKS AND RECREATION COMMITTEE
REGULAR MEETING MINUTES**

May 3, 2023

7:00PM

CALL TO ORDER

The meeting was called to order by David Hewitt, Committee Chair, at 7:05 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 April 26, 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

Heidi Diminick

Maureen Bydalek

Mara Tippet – Env. Comm Liaison

Laurie Linton – Open Space Liaison

Absent

Privilege of the Floor

Chuck Kolvites addressed the Committee to discuss problems with the Leash Free Dog area at Horseshoe Bend Park. Some dog owners do not watch their dogs closely enough and allow them to dig holes along the fence line which need to be filled in repeatedly. Multiple other issues with non-compliance to the rules of the dog park were reported. The Committee discussed various options to gain compliance from closing the area for a period of time to more specific and visible rules. This Leash Free Dog Area may require enforcement in the future. Members of the Committee volunteered to meet at Leash Free Dog area on May 7th at 9:00 AM to help fill the holes.

Motion to Approve the Minutes of the April 5, 2023 Regular Meeting Minutes of Parks and Recreation Committee

It was moved by Richard Dodds and seconded by Heidi Diminik to approve the April 5, 2023 Regular meeting Minutes of the Parks and Recreation Committee

Roll Call Vote:	Aye	- Riggio, Hewitt, Diminick, Dodds, Bydalick, Linton
	Nay	- None
	Abstain	- Tippet,
	Absent	- None

Horseshoe Bend Park Update

J. MacConnell reported that Horseshoe Bend volunteers, listed below, completed the Chain Saw and Blood Borne pathogens training for 2023.

Richard Dodds

David Hewitt

Chuck Kolvites

Jack MacConnell

Rob Nuckols

Mara Tippet

Signs are to be posted for the Cooley parking lot closure beginning the evening May 5th and opening back up the morning of May 8th.

Mr. MacConnell noted that the Department of Public Works crew did a magnificent job cutting dead Ash trees at Horseshoe Bend Park South. He requested that a notice be posted to the Parks & Recreation Committee website page letting Hunterdon County residents know that free cut wood is available. They should contact Secretary Walters who will take the phone number of any interested resident and forward that information to Mr. MacConnell for follow-up.

Trail erosion has become a problem with the fluctuation of drought and heavy rain. The Horseshoe Bend Park volunteers have been putting locally cut wood chips down on water bars within the Kingwood Township Park property.

L. Riggio noted that wood chips can impact tree disease. The wood chips being used are very old and will only be used on walking trails. They will not be placed along Tree stumps.

Once the fields dry up mowing will begin.

Kingwood Park Update

The Department of Public Works has laid the rubber mulch at the Playground area.

The Committee requested that the DVYSC share the combination to the lock currently on the KRSL shed. Secretary Walters to obtain that information and send to D. Hewitt.

Old Business

Status of upkeep and maintenance for Kingwood Park Pavilion and HSB Park Morton Building. The Sheriff's Department has Kingwood Township on a wait list for the SLAP (Sheriff's Labor Assistance) program. When workers become available, they will send them to Kingwood for power washing the Kingwood Park pavilion area and the outside of the Horseshoe Bend Park Morton building.

The concrete floor at the Kingwood Park pavilion is in bad condition and may require tearing it up, laying a moisture barrier and repouring a new concrete floor. This is a project best done during the fall, winter and early spring months. The Parks and Recreation Committee will come up with specific recommendations on how to correct the floor and present those to the Township Committee as a possible capital expense. D. Hewitt to work with M. Ewing on obtaining quotes

New and Pending Business

None

Sub-Committee Updates

Parks Activities Sub Committee

M. Bydalek discussed some of the changes that the sub-committee would like to make to the 2023 Facility Use Agreement forms for all Township properties. The initial goal was to consolidate the various forms being used by the Township for Park/Trail/Field use agreements.

The sub-committee hopes to have this project completed by the end of 2023 and new forms available for the 2024 season.

Neighboring Townships Facility Use Agreement form were distributed to Committee members as a guide to follow for the revamping of the Kingwood Township Agreement forms. Some feedback was that there is some legal language that needs to be reviewed by our Attorney and that the Horseshoe Bend Park East Whitehouse won't be open to the public for a long time so there does not need to be an agreement form for that location at this time.

Lindsey White House Sub Committee

R. Dodd discussed various issues of concern regarding the water proofing of the basement at the Lindsey White House. The first question was, will the County require this building to be held to the Historic Preservation standards? If so, that may require that an archeological study be done before we can begin any work using the County's \$45,000.

The second issue is that before the DPW can begin work on sealing the basement we need to have an engineer report done to ensure that no areas of this building or property would be negatively impacted by the sealing of the basement. The County grant does not cover engineering work so this would have to be covered by the Township matching funds.

L. Riggio agreed to speak with the Township Committee on moving forward with contacting Bill Millette from the County regarding the historic preservation standards and getting a quote from the engineer.

Kingwood Park Director's House Sub Committee

D. Hewitt reviewed the list of repairs and costs involved in updating the Kingwood Park Director's house to be habitable in order to have a tenant living on premise.

The total rough estimate is approximately \$16,000. Repairs were listed in priority sequence with testing the plumbing and boiler as top priority.

L. Riggio will present this topic to the Township Committee during the liaison report. Once the Township Committee formally approves this project work can begin with the low cost /high labor project first.

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The Committee made tentative plans to do the general clean up, mainly removing the carpeting on May 20th.

Operations and Reports:

Financial Report for 2nd Quarter 2023

Reviewed

Correspondence

Niciecki's Resignation Email

Egg Hunt

April 8th

Reviewed

Free Tree Seedling

April 15th

Reviewed

Senior Picnic

June 10th

Fishing Derby

June 17th

Community Day

September 30th

The school may set up tables for an auction 2 table. LR requested that no politics be presented be at any meeting

Motion that no political advertising or displays or presentation of any kind be permitted at any Parks and Recreation sponsored events.

It was moved by Richard Dodds, seconded by Maureen Bydalek that no political advertising or displays or presentations of any kind be permitted at any Parks and Recreation sponsored events.

All Members in Attendance Voted “Aye” on Roll Call Vote.

Town Wide Yard Sale

October 7th and 8th

Annual Tree Lighting

December 2, 2023

Donations

None

Other Matters

Motion to Recommend that a recommendation be made to the Township Committee to approve the appointment of Chuck Kolvites and Tiina Seres to the two open seats on the Parks and Recreation Committee.

It was moved by David Hewitt, seconded by Richard Dodds that a recommendation be made to the Township Committee to approve the appointment of Chuck Kolvites and Tiina Seres to the two open seats on the Parks and Recreation Committee.

All Members in Attendance Voted “Aye” on Roll Call Vote.

Calendar of Events Scheduled for the Horseshoe Bend Park for the 2nd Quarter 2023:

May 5th – Lehigh Valley Afghan Dog Show

May 12th-14th – Pembroke Welsh Corgi Club Dog Show

Events Scheduled for the Kingwood Park Pavilion for the 2nd Quarter 2023:

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

May 6th – Tiffany Horn Birthday Party

May 27th – Tucker Horn – AA organization Picnic

May 28th – Brian & Amanda Henning Birthday Party

June 17th – Beth Jakelsky Baby shower

June 24th – Faye Tinsman High School Graduation Party

Kingwood Park Field Use Applications

April – June - Delaware Valley Youth Soccer League – Reserved the Youth Soccer Field East of Ault Soccer Field – Left of Volleyball Court – Multiple dates April through June

March – May - Kingwood School Baseball Team – Reserved the softball field March through May 3:15PM-4:45PM

March – July - DVAA Baseball League – Reserved the softball field March through July 5:15 - 6:45pM

Adjournment

It was moved by Heidi Diminick and seconded Richard Dodds to adjourn the meeting at 8:30 PM.

All Members in Attendance Voted “Aye” on Roll Call Vote.

Respectfully submitted, Michele Tipton-Walter, Secretary, Parks and Recreation