

**PARKS AND RECREATION COMMITTEE
REGULAR MEETING MINUTES**

June 7, 2023

7:00PM

CALL TO ORDER

The meeting was called to order by David Hewitt, Committee Chair, at 7: 00P.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 May 31, 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. Your cooperation is appreciated.

ROLL CALL

Present

Lance Riggio
David Hewitt
Richard Dodds
Heidi Diminick
Maureen Bydalek
Chuck Kolvites
Tiina Seres
Mara Tippet-Environmental Committee Liaison
Laurie Linton – Open Space Liaison

Absent

None

Privilege of the Floor

Frank Floyd, Kingwood Twp. Office of Emergency Management Coordinator (OEM) reported that that he is currently in discussion with the Township Engineer regarding two coverts near Horseshoe Bend East which were damaged during Hurricane Ida. Mr. Floyd is applying for FEMA money for either the repair or replacement of these coverts. Although the previous Township Engineer recommended repairing the covert at approximately \$145,000 the current Engineer is recommending replacement at approximately \$400,000. Due to the significant difference in cost the Township would have to successfully justify to FEMA the reasons the covert must be replaced.

Speaking as the Kingwood Township Volunteer Fire Department Chief, Mr. Floyd reported that the Smoke Detector Replacement program is in process. They will be distributing flyers at

senior meetings, through the Kingwood School electronic backpack system and on Community Day.

Motion to Approve the Minutes of the May 3, 2023 Regular Meeting Minutes of Parks and Recreation Committee noting grammatical/typographical corrections.

It was moved by Richard Dodds and seconded by Laurie Linton to approve the May 3, 2023 Regular meeting Minutes of the Parks and Recreation Committee noting grammatical/typographical corrections.

Roll Call Vote:	Aye	- Riggio, Hewitt, Dodds, Bydaleck, Linton
	Nay	- None
	Abstain	- Tippet, Kolvites, Seres
	Absent	- Diminick (attended meeting after this Motion)

Horseshoe Bend Park Update

Jack MacConnell reported that a few members of the Kingwood Environmental Committee came out to Horseshoe Ben Park to help identify and clean out some invasive species. It was an excellent workgroup made up by; Mara Tippet, Debbie Kratzer and Ralph Celebre,

There has been no mowing at the Park due to the current drought situation.

Department of Public Works crew is repairing the tops of the picnic tables at Horseshoe Bend Park.

J. MacConnell requested that he and R. Dodds be added to the Hunterdon Communications notification list. They would like to be called any time there is an incident at Horseshoe Bend Park. Frank Floyd, OEM, stated he would speak with Mayor Russano but also stated that since he is on the notification list he can call them to alert them of an issue as long as there would be no breach of privacy.

Mr. MacConnell thanked the entire Parks and Recreation Committee for coming out to help fill holes at the Leash Free Dog area at the Park in May.

Vivian Rice spoke to the Committee regarding the Leash Free Dog area concerns about the possible removal of the benches from inside the area due to people bringing their dogs to run loose while they sit on the benches and socialize.

Ms. Rice is a regular user of the Leash Free area and was aware that the Committee met to fill holes in May purportedly made by unattended dogs digging out. She thinks the holes were made by fox or other animal that could get into the area and then would have to dig their way back out. Ms. Rice stated that most people watch their dogs and although there are a few people who can't walk the area due to age or other disability they have someone else walk their dog/dogs for them

while they sit on the benches. She did state, however, that there are some people that do not watch their dogs very well.

Ms. Rice commented on the poor condition of the benches. C. Kolvites stated that the benches were set in areas with stone to keep them from soaking in the wet ground but people choose to move them and not put them back on the stone which is why they are deteriorating.

R. Dodds asked Ms. Rice if there is something that the Parks & Recreation Committee could do to improve the situation at the Dog area. She responded that unless someone is there all the time it's not going to be possible to maintain full compliance with the rules.

M. Bydalek recommended that all but two of the inside benches be removed and put around the perimeter to discourage socializing inside the Leash Free area. D. Hewitt suggested getting concrete benches that are anchored so that they can't be moved around.

The Committee determined to table this topic to the July 5th meeting. In the mean-time it was suggested that a survey be placed on the website for feedback from the Leash Free Dog area users.

Kingwood Park Update

D. Hewitt contacted the soda dealer to have the soda machine filled for summer use.

A person was injured using one of the pieces of exercise equipment down by the stream. It was suggested that signs be made of the various uses for the equipment and list the activities that shouldn't be done as well. M. Bydalek volunteered to work on the equipment signs.

Old Business

Motion to Rescind April 5, 2023 Motion to Approve the Purchase of Consumable Supplies for the Horseshoe Bend Park Volunteers to be Paid out of the Parks and Playgrounds Account and Not to Exceed \$1,500.00

It was moved by Richard Dodds, seconded by Mara Tippet and approved to rescind April 5, 2023 Motion to approve the purchase of consumable supplies for the Horseshoe Bend Park volunteers to be paid out of the Parks and Playgrounds account and not to exceed \$1,500.00.

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

Motion to Rescind April 5, 2023 Motion to Approve the Purchase of a Pull Behind Trailer in the Amount of \$3,000.00 and a Chainsaw in the Amount of \$1,400.00 to be Paid for out of the Open Space, Historic Site, Recreation Account Pending Township Committee Approval.

It was moved by Richard Dodds, seconded by Mara Tippet and approved to rescind April 5, 2023 Motion to purchase a pull behind trailer in the amount of \$3,000.00 and a chainsaw in the amount of \$1,400.00 to be paid for out of the Open Space, Historic Site, Recreation account pending Township Committee approval.

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

Motion to Approve the Purchase of a Pull Behind Trailer in an Amount Not to Exceed \$3,000.00 to be Paid for out of the Parks and Playground Account.

It was moved by Richard Dodds, seconded by Mara Tippet to approve the purchase of a pull behind trailer in an amount not to exceed \$3,000.00 to be paid for out of the Parks and Playground account.

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

It was requested that the review of the revised Volunteer Waiver form be added to the July 5th meeting agenda.

New and Pending Business

Sub-Committee Updates

Parks Activities Sub Committee

Update on Summer Family Night event

No date for event yet

Lindsey White House Sub Committee

Still on hold until KW house is completed

Kingwood Park Overseer's House Sub Committee

Some members of the Parks and Recreation Committee came out to remove carpeting in the house on May 20, 2023. While there they found the carpeting to be in good condition and did not need to be removed. The crew did an overall inspection of the house including photos. These photos were presented to the full Committee along with a general plan on how to proceed with updates and repairs.

- There is a hole in the ceiling of the living room which needs to be repaired.
- Downstairs bathroom linoleum floor needs to be replaced.
- The oil tank has a leak and needs to be replaced.
- There is currently no washer, dryer or refrigerator. These appliances would need to be purchased.
- The back porch needs work.
- General cleaning throughout the house is required.

A spreadsheet of cost of materials for the above projects was reviewed.
 Paint supplies and linoleum costs were listed at \$790.00.
 Oil tank and appliances costs were listed at \$6,500.00

Motion to purchase paint supplies and linoleum not to exceed \$1,000.00

It was moved by Chuck Kolvites, seconded by Heidi Diminick to approve the purchase of paint supplies and linoleum not to exceed \$1,000.00.

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

D. Hewitt stated that he would like to turn the water on to make sure the plumbing is working before making the above purchases.

Operations and Reports:

Financial Report for 2nd Quarter 2023
 Reviewed

Correspondence

Thank you to Cindy & Jack Niciecki
 Thank you to Strober-Wright Roofing for Fireworks Donation
 Reviewed

Senior Picnic

June 10th
 Review Shop Rite food request
 D. Hewitt presented an invoice in the amount of \$160.00 for two hot casseroles from Cafe Maria for the Senior picnic

Motion to Approve the Payment of \$160.00 to Café Maria for two Hot Casseroles for the Senior Picnic.

It was moved by Richard Dodds, seconded by David Hewitt and approved to pay the invoice of \$160.00 to Café Maria for two hot casseroles for the Senior picnic.

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

Fishing Derby

June 17th

Community Day

September 30th

Review Food Vendors – Committee approved selected food vendors:

Chicken and Fries Food Truck

Latin Bites Food Truck

Premio Sausage Food Truck

Cito Marinelli Pizza

Town Wide Yard Sale

October 7th and 8th

Annual Tree Lighting

December 2, 2023

Donations

\$200.00

\$2,000.00

Other Matters

Daily, large group Park use- L. Riggio

This topic was tabled to the July 5, 2023 meeting,

After hours Park Use – L. Riggio

This topic was tabled to the July 5, 2023 meeting.

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

None to Date

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.

June 10th – Senior Picnic

June 17th – Fishing Derby – Melnyk Pond

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 Richard Dodds and seconded Maureen Bydalek to adjourn the meeting at 9:05 PM.

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

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