

**PARKS AND RECREATION COMMITTEE  
REGULAR MEETING MINUTES  
December 6, 2023  
7:00PM**

**CALL TO ORDER**

The meeting was called to order by David Hewitt, Committee Chair, at 7:04 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 December 5, 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  
Laurie Linton - Open Space Liaison

**Absent**

Tiina Seres  
Mara Tippett - Environmental Committee Liaison

**Motion to Approve the Minutes of the November 1, 2023 Regular Meeting Minutes of Parks and Recreation Committee. Tabled to the January 2024 meeting.**

**Privilege of the Floor**

Jack MacConnell reported on the following:

Horseshoe Bend Park Morton building at 142 Horseshoe Bend Road has not had heat since November 15 when the relay box went out. The system is over 25 years old. Replacement was ordered through Richard Yard and should be here tomorrow.

Cheerleaders are still using the building and bundled up. Cheerleaders are not leaving the lights on anymore and are doing what they should be doing.

Requested that a letter be written to the New Jersey State Police reference the Kingwood Township School Turkey Trot stating the troopers did an excellent detail on Thanksgiving

and there were no situations to be handled and traffic was not an issue. Dave Hewitt stated the turkey trot is not our event, it is run by the Kingwood Township School. Richard Dodds stated we would internally discuss how to write the letter and send one to the New Jersey State Police thanking them. Maureen Bydalek stated Michelle usually writes the thank you notes but she will gladly take it over.

Poachers and other people have been coming on the property on Sundays, not allowed to hunt in the park on Sundays.

Volunteers have been cutting trees and pulling them over to take them down.

November 10 someone didn't call and tell cheerleaders they had to take mats up. The dog show was coming in to use the facility. Chuck Kolvites and himself rolled up the mats and put them away.

Swan Creek delivered their boats to be stored for the winter. They pay a storage fee for the winter. Richard Dodds requested a follow up to make sure that they are receiving their bill and the Township receives a check. Storage fee of \$25.00 per boat, per month.

One gator was used to pick up two deer. This is done to help someone who cannot get the deer into their own car.

A couple dog fights that had to be broken up, tried talking to the people about the incident to prevent it from happening again.

Lambertville New Hope Search and Rescue is going to be using the park soon for a Sunday dog rescue drill. They will have people hide and then the dogs come out and find them.

November 28<sup>th</sup> the park was closed for high winds. There needs to be more transparency for when we do and send it out to residents. The park was closed for high winds greater than 20 mph, due to the ash trees, safer to close it than have one fall on someone. Communicating the closing of the park is done by shutting the gate to the park. Suggested that we put it on the website as well that we are closing the park.

Lance Riggio stated that he and Richard Dodds will be creating a subcommittee for IT to update the website in January.

Jack MacConnell stated next year we need to delineate the border line unless we get a Memorandum of Understanding with the State in regards to the common management between the two parks. No MOU in effect right now but we had one in the past.

### **Kingwood Park Update**

### **Old Business**

Dave Hewitt stated that Richard Yard plumbing is working on the Park Manager's House. Dave Hewitt spoke to Mike. They are waiting for an oil tank right now and it will be placed in the basement. Lance Riggio stated it was asked at the Township meeting that once the house is ready to go, what is the process and what are we going to use it for. Maureen Bydalek suggested in January the subcommittee get together and go through the process.

Dave Hewitt advised that Mike has winterized the Kingwood Township Park. Jack MacConnell advised he did the water testing as well. December 1<sup>st</sup> they came in to test the water and shut it off on the 4<sup>th</sup>. Porta Potty needs to be placed in the park. E. Coli in this building and the Morton building per Jack MacConnell. Park water has been turned off

### **Horseshoe Bend Park Update**

#### **New and Pending Business**

Richard Dodds went through the remaining budget via an excel document. The Township has \$9,000 that is used towards buildings and grounds for the parks with a remaining balance of \$2,683.57. The parks and playgrounds budget started with a \$6,000 balance and has \$1,264.89 remaining. The parks and rec events budget started with a \$9,000 balance and has \$5,797.54 remaining. There are a few items still outstanding to be reimbursed.

**Motion to reimburse Maureen Bydalek for the tree not to exceed \$300.00.**

**Chuck Kolvites made the motion, seconded by Heidi Diminick.**

**Roll Call**

**Aye: Riggio, Hewitt, Dodds, Bydalek, Diminick, Kolvites, Linton**

**Motion to reimburse Dave Hewitt for Christmas decorations not to exceed \$100.00.**

**Chuck Kolvites made the motion, seconded by Richard Dodds**

**Roll Call**

**Aye: Riggio, Dodds, Bydalek, Diminick, Kolvites, Linton**

**Abstain: Hewitt**

Richard Dodds stated the funding is only available until the end of the year. Committee will ask for the same budget for next year and that will get approved by the Township Committee. Richard Dodds stated the soccer line item of \$4,632.67 stays in the budget as it was donated to go towards a soccer event. On Community Day we received a donation for \$56.50 for Christmas tree lights donations, Tomasina McGuire confirmed the parks and rec committee did receive the donation and provided a receipt that it was received.

Richard Dodds went over the list of items to purchase for Horseshoe Bend Park: Stable Fuel Supplement for gasoline, stable fuel supplement for diesel, assorted nuts and bolts, pins for receivers on gators, a handheld tank for Bernozmatic torch, trimming shears (hand held), ball

pein hammer 16 oz, blades for DeWalt reciprocating saw, floor jack (3 ton), ½ Arrow staples (box of), 6 ft lifting straps 2 inch wide and DEWALT 1600 Peak amp Jump Starter with Digital Compressor and USB Power bank totaling \$896.70. Nothing on this list would fall under Buildings and Grounds and it would fall under parks.

The Other items not from either park besides the laminated maps would be under DPW to purchase from the Buildings and Grounds Park Budget. Richard Dodds stated that Mike has seen this list and he stated he would take care of those items.

Richard Dodds went over the list of items to purchase for Kingwood Park - Union Road: Shure Digital Handheld wireless system with PG58 vocal microphone, OSD AMP 300 audio 350W dual source speaker amplifier, Shure SCM268 Stereo microphone mixer, Disino female XLR to dual RCA Y splitter patch cable, Auris blue HD long ranger Bluetooth 5.0 music receiver, DEWENWILS 65W LED Flood light outdoor, 6670 LM super bright (500w equivalent) and building lights 48in 4000 lumens integrated LED white wraparound light totaling \$1,748.00. Richard Dodds stated we would have to find somewhere to purchase these items as Amazon is not an approved vendor.

Richard Dodds asked if there were any other items that would need to be purchased. Dave Hewitt stated we should have a toolbox with a hammer and screwdriver. Richard Dodds stated we could get that from Home Depot as well as a lock to lock up the tools.

**Motion to purchase \$896.70 from the spreadsheet for Horseshoe Bend Park List.  
It was moved by Chuck Kolvites, seconded by Maureen Bydalek.**

**Roll Call**

**Aye: Riggio, Hewitt, Dodds, Bydalek, Diminick, Kolvites, Linton**

**Motion to purchase \$814.00 for the wire system and dual speaker amplifier.  
Motion made by Chuck Kolvites, seconded by Maureen Bydalek.**

**Roll Call**

**Aye: Riggio, Hewitt, Dodds, Bydalek, Diminick, Kolvites, Linton**

**Motion to purchase \$674.00 for the stereo microphone, cable, receiver and the tool box.**

**Motion made by Chuck Kovites, seconded by Heidi Diminick.**

**Roll Call**

**Aye: Riggio, Hewitt, Dodds, Bydalek, Diminick, Kolvites, Linton**

**Motion to purchase \$460.00 for the lighting for the buildings and light fixtures.  
Motion made by Heidi Dimnick seconded by Richard Dodds**

**Roll Call**

**Aye: Riggio, Hewitt, Dodds, Bydalek, Diminick, Kolvites, Linton**

Richard Dodds stated we previously agreed to pay for painting out of the building and grounds budget.

**Motion if needed to advance the painting of the manager's house to spend up to \$999.99 on the house painting materials.**

**Motion made by Heidi Diminick, seconded by Richard Dodds**

**Roll Call**

**Aye: Riggio, Hewitt, Dodds, Bydalek, Diminick, Kolvites, Linton**

### **Sub-Committee Updates**

#### **Parks Activities Sub Committee**

Chuck Kolvites stated a thank you letter needs to be written to Maureen's husband for the art work. Maureen Bydalek stated that she would write the letter. All letters that are sent on behalf of the Committee need to be sent to the Parks and Rec Secretary signed by Dave Hewitt the chair or the Parks and Rec Secretary.

#### **Lindsey White House Sub Committee**

On hold

#### **Kingwood Park Manager's House Sub Committee**

### **Operations and Reports**

#### **Correspondence**

None

#### **Annual Tree Lighting**

Dave Hewitt thanked everyone, it was a great turnout and beautiful weather. The Mayor had counted 140 cars in the parking lot. Chuck Kolvites would like to see on the poster next year no dogs. Heidi Diminick stated the food drive was removed from the poster but still had a great turnout of donations. It was suggested to start notifying the school in September and October about what we are doing for the Christmas tree lighting. The school found out late about it this year. The next event is the easter egg hunt and to make sure we let the school know months in advance when that will be held.

#### **Donations**

Dave Hewitt stated the \$56.50 is to go towards Christmas tree lights. Thank you to Michele for reacting to it.

#### **Other Matters**

Richard Dodds asked if anyone heard from Tiina. M. Bydalek spoke with her and she is hurting but does have a great group supporting her. Maureen Bydalek stated it would be nice if our group did a meal or two. Richard Dodds stated let's discuss after the meeting. Michele sent a letter that everyone signed to give to her.

Heidi Diminick asked if we were going to think of changing the meeting date we needed to discuss that. Lance Riggio recommended that we discuss when the meeting will be after the Township reorganization meeting and to move the meeting day in the month to after the Township monthly meeting and then to make sure we advertise it.

Heidi Diminick will be taking down the decorations, probably this Saturday when it is warmer and before it rains on Sunday. Heidi Diminick thanked the road crew for the tree.

Richard Dodds thanked Santa for appearing and did a great job.

**Events Scheduled for the Horseshoe Bend Park Morton Building for the 4th Quarter 2023:**

Del Val Jr. Terriers Cheer Practice December 6<sup>th</sup>, 13<sup>th</sup>

**Events Scheduled for the Kingwood Park Pavilion for the 4th Quarter 2023:**

**Adjournment**

**It was moved by Chuck Kolvites and seconded by Richard Dodds to adjourn the meeting at 8:34 PM.**

**All Members in Attendance Voted "Aye" on Roll Call Vote.**

Respectfully submitted,  
Tomasina Corley-McGuire,  
Secretary, Parks and Recreation