

**PARKS AND RECREATION COMMITTEE  
REGULAR MEETING MINUTES  
DECEMBER 3, 2007**

**PRESENT:** James Burke  
Dave Hewitt  
Diane Hanley  
Ron Hartpence  
Chuck Kolvites  
Antimo Russano  
Helen Gergar  
Heidi Diminick  
Eugene Hill  
Donn Brown ( Park Director)

**ABSENT:** Betty Kenny  
Troy Siano  
Joe Zgurzynski  
Anthony DeSapio

**CALL TO ORDER**

The meeting was called to order by Chairman David Hewitt at 8:03 P.M.  
David Hewitt read the following:

**NOTIFICATION**

In order to ensure full public participation at this meeting, all members of this Board, and 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.

Notification of the time, date and place of this meeting has been published in the Delaware Valley News and Express Times and sent to the Hunterdon County Democrat, and has been posted in the Kingwood Township Municipal Building at least 48 hours prior to this meeting and has been filed with the Municipal Clerk.

**NEW AND PENDING BUSINESS**

**Approval of Regular Meeting Minutes of November 7, 2007**

It was moved by Ron Hartpence, seconded by Diane Hanley and carried to approve the minutes of November 7, 2007 with the following corrections and placed on file.

Corrections: Page #7 Letter to Eagle Scout - should be corrected to Jake Brogan not Jack Brogan.



**Results for the water testing at the Kingwood Park**

Chairman Dave Hewitt reviewed the results. No negative results were found in the water.

**Motion to pay invoice no. 927452 water testing for the Old Fairview School Bldg. for \$95.00 and invoice no. 927453 for the Kingwood Park**

It was moved by Chuck Kolvites, seconded by Heidi Diminick and carried to authorize payment for water tests at the Old Fairview School and the Kingwood Park in the total amount of \$175.00.

**Roll Call Vote:** Aye - J. Burke, D. Hewitt, R. Hartpence, C. Kolvites, ,  
D. Hanley, A. Russano, H. Diminick  
Nay - None  
Abstain - None  
Absent - A. DeSapio, T. Siano

**Motion and approval for T'ai Chi Chih eight week session for fall of 2007, payments in the amount of \$580.00**

It was moved by Heidi Diminick, seconded by Ron Hartpence and carried to authorize payment and approval for an eight week session of T'ai Chi Chih in the total amount of \$580.00.

**Roll Call Vote:** Aye - J. Burke, D. Hewitt, R. Hartpence, C. Kolvites, ,  
D. Hanley, A. Russano, H. Diminick  
Nay - None  
Abstain - None  
Absent - A. DeSapio, T. Siano

**Motion to approve a request from Ron Heck/T'ai Chi Chih to use the Old Fairview School for two eight week sessions in the year 2008, one in the winter (Feb), and one in the fall (Sept), to be held on Thursday mornings at 9:00 A.M.**

It was moved by Antimo Russano, seconded by Diane Hanley and carried to authorize approval for an eight week session of T'ai Chi Chih for the year 2008, one in the winter (Feb), and one in the fall (Sept) to be held on Thursday mornings at 9:00 A.M.

**Roll Call Vote:** Aye - J. Burke, D. Hewitt, R. Hartpence, C. Kolvites, ,  
D. Hanley, A. Russano, H. Diminick  
Nay - None  
Abstain - None  
Absent - A. DeSapio, T. Siano

## **OLD BUSINESS**

### **Review of park forms – Corrections that were made to applications and forms**

Changes that need to be made are: Misspelled word on both forms (grill)

There was a discussion on grills and whether to allow residents renting the pavilion to bring their own charcoal grill. No one is allowed any longer to use the gas grill owned by the Township, due to liabilities. There was a discussion about ordering two charcoal grills at the amount of \$210.00 each, and to permanently install them in the ground near the pavilion.

It was also suggested to have a adhoc committee to review the park applications and to also include a policies and procedures page. Mr. Burke will ask the Township attorney to prepare the wording for the application which will include the policies and procedures.

### **Signs have arrived at the Township garage for the park**

James Burke noted that the signs have arrived also installed at the park and on the main road Union Road. There was a discussion on where the signs are currently located. Dave Hewitt brought dog signs for the Park Director to put up with a state statue also on the sign, stating rules of having a dog at the park.

### **Letter from the D.E.P. NJ Division of Fish and Wildlife re: Fishing Derby – Unable to supply fish, programs, or materials for children’s fishing derby program.**

Chairman Dave Hewitt reviewed a letter from the D.E.P. NJ Division of Fish and Wildlife informing the Parks and Recreation Committee that they regret that they will no longer be able to supply fish, programs or materials for the Children’s Fishing Derby Programs. Mr. Hewitt discussed how the State is making cuts. The Committee discussed that it will have to be part of the budget line item to pay for supplies and fish for the Children’s Fishing Derby for 2008. The Committee agreed to raise the budget line item for the Derby from \$500.00 to \$800.00. It was also noted that there is a build up of algae in the bottom of the pond and it needs to be cleaned out to save the fish.

### **Senior Dinner Attendance – (106) dinners / (12) no shows / (6) did not register to attend**

Chairman Dave Hewitt reviewed.

### **Letter of thanks sent to Kingwood Township Recreation Soccer League**

Chairman Dave Hewitt reviewed.



Diane Hanley suggested handing out for next year's tree lighting a two sided sheet with Christmas carols for everyone to sing.

The Committee asked Secretary Brown to write a letter of thanks to Mr. Derner, the music teacher at the Del Val High School, and his students that attended and sang Christmas carols for everyone.

Donn Brown reported that the tables have been moved to the middle of the pavilion and the bathrooms have been winterized and closed for the season. There has been no response from Jack Search, Public Works Supervisor in reference to the gate to be installed at the lower entrance to the park. There was a suggestion to put barrels at the entrance to close that parking lot.

### **Donations**

No donations this month.

### **Buildings and Grounds**

Eugene Hill complimented Donn Brown on his good job of pruning the shrubs. Everyone from the Committee thanked Donn Brown.

### **Correspondence**

Letter to Parks and Recreation Committee from Betty Kenny

Chairman Hewitt read letter aloud.

### **Privilege of the Floor**

Donn Brown, Park Director read aloud a letter he wrote to the Committee members explaining how he has grown to enjoy his position and recently learned that he would not be reappointed for the next year 2008. He has asked the Parks and Recreation Committee members to discuss, reconsider and to encourage the Township Committee members to reappoint him as Park Director for 2008. At approximately 9:07 P.M. Donn Brown left the meeting.

### **Budget Request Review**

The following list are amounts for the activities which have been discussed and requested by the Parks and Recreation Committee for the Budget for 2008.

At approximately 9:32 P.M. Heidi Diminick left the meeting.

Chuck Kolvites noted that he received a price on t-shirts for the members of the Parks and Recreation at a price of \$20.00 each.

It was moved by Ron Hartpence, seconded by Antimo Russano and carried to approve the purchase of 12 t-shirts for all Park and Recreation members at the price of \$20.00 each, being a total of \$240.00.

**Roll Call Vote:** Aye - J. Burke, D. Hewitt, R. Hartpence, C. Kolvites, ,  
D. Hanley, A. Russano,  
Nay - None  
Abstain - None  
Absent - A. DeSapio, T. Siano, H. Diminick

It was moved by James Burke, seconded by Ron Hartpence and carried to adjourn the meeting at 10:10 P.M.

**Roll Call Vote:** Aye - J. Burke, D. Hewitt, R. Hartpence, C. Kolvites, ,  
D. Hanley, A. Russano,  
Nay - None  
Abstain - None  
Absent - A. DeSapio, T. Siano, H. Diminick

**Respectfully submitted,**

**Cynthia L. Brown, RMC  
Parks and Recreation  
Secretary**