

**PARKS AND RECREATION COMMITTEE
REGULAR MEETING MINUTES
March 5, 2008**

PRESENT: James Burke
Dave Hewitt
Diane Hanley (arrived at 8:08pm)
Ron Hartpence
Chuck Kolvites
Jeffrey Ferrara
Antimo Russano
Helen Gergar
Joe Floyd
Eugene Hill

ABSENT: Anthony DeSapio
Troy Siano
Heidi Diminick

CALL TO ORDER

The meeting was called to order by Chairman David Hewitt at 8:00 P.M.
Chairman 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.

PRIVILEGE OF THE FLOOR

Frenchtown Family 5K Race – Mr. Paul Aemisegeo

Mr. Paul Aemisegeo was present at the meeting to address the Committee with ideas for the Frenchtown Family 5K Race which he is currently planning. Mr. Aemisegeo explained he would like to use the Kingwood Park for a family race on Saturday, June 14, 2008 to honor Fathers Day which will be a rain or shine race. His goal is to have a race with about 200 people involved. He would like to map out a three mile race for individuals that will run and some that will walk. He explained that there will be a pre-registration fee of \$15.00 a person, and at the gate a charge of \$20.00 a person. His goal is to raise \$5,000 for a charity and to have a sponsorship. Everyone attending will be responsible for bringing their own food.

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There will be drinks and baked goods to be purchase. Mr. Aemisegeo asked about the trail near the school and if that would be possible to us for the event. It was advised by the Committee that he get permission from the Kingwood School to us the trail.

The Committee told Mr. Aemisegeo that there will be an escrow fee charged to him and then returned after the event is all over for a cleanup fee. The time of the event is going to be from 9:00A.M. till 12:00PM.

The Parks and Recreation Committee asked Mr. Aemisegeo to plan his event then present them with a written outline of what his intentions are, and then return to a meeting in April or May for the Committee to review and approve.

The Committee welcomed Mr. Aemisegeo and the race that he is planning. They feel it is a positive activity and offered their help in organizing the race.

It was moved by James Burke, seconded by Ron Hartpence and carried to approve a Family 5K Race on Saturday, June 14, 2008 from 9:00 A.M. till 12:00 P.M. at the Kingwood Park under the conditions that the Committee approves the race plans.

Roll Call Vote:	AYE	- Burke, Hartpence, Kolvites, Ferrara, Hewitt, Hanley, Russano
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Diminick, Siano

Diane Henne – Schenck – of Milford N.J. was present at the meeting. She came to ask the Committee if she would be able to use the Park pavilion for a family reunion on Saturday, August 9, 2008, beginning at 12:00 noon. She explained that her family has been having a family reunion for 30 years and stated that the Kingwood Park has all the facilities they need for disabled family members. Mrs. Schenck asked the Committee members if they would be able to bring beer to the event. Chairman D. Hewitt explained that there is an ordinance in the town stating no alcoholic beverages allowed on park grounds. He told her that she would have to go to the Township Committee meeting and request to have the beer at the reunion. The Township Committee would have to approve whether to allow this to take place. Deputy Mayor Burke stated that he would have to look in the liability. Secretary Brown was asked to write a letter to the Township Committee on behalf of the Parks and Recreation Committee asking them to consider the idea and approve for Mrs. Schenck and her family to serve beer at their family reunion.

Kyle McNally – Eagle Scout from Kingwood Township was present at the meeting.

He explained that he has been a life scout with troop #519, and is now working towards his Eagle Scout project. He is interested in building exercise stations around the walking trail with stretching and also mile markers around the trail to mark how far a person has gone.

The Committee requested that Kyle send them a letter when he would like to start his project, and when it will be completed. They would also like him to return with the plans of what he is going to propose to do as a project and get approval before starting.

APPROVAL OF REGULAR MEETING MINUTES FOR FEBRUARY 6, 2008

It was moved by Ron Hartpence, seconded by Diane Hanley and carried to approve the minutes of the Regular Meeting of February 6, 2008 for Parks and Recreation.

Roll Call Vote:	AYE	- Burke, Hartpence, Kolvites, Ferrara, Hewitt, Hanley, Russano
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Diminick, Siano

LETTER OF REQUEST FROM THE ENVIRONMENTAL COMMISSION MEMBERS

The Environmental Commission Chairwoman Debbie Kratzer wrote a letter of request that the two Committees meet to review plans for obtaining a grant through the State for planting trees and native plant gardens on Township owned property. The Committee discussed what would be best to do as far as meeting. Parks and Rec. Citizen Advisory Committee member Eugene Hill volunteered to meet with Debbie Kratzer and discuss plans for gardens and tree planting at the Park and other Township properties.

APPLICATION FOR USE OF FACILITIES FROM THE KINGWOOD TOWNSHIP SCHOOL. RESERVATION TO USE LITTLE LEAGUE FIELD #7

The Committee discussed the activities scheduled at the Park. It was noted that there were no conflicts with this request to use a ball field. Secretary Brown will call the Kingwood School to clarify which field they are planning on using for their practices and also to ask them if they know anything about the portable mound which was purchased.

It was moved by James Burke, seconded by Diane Hanley and carried to approve the Kingwood School to use the facilities of a ball field at the Park two days a week from 3:15 P.M. till 5:30 P.M. and to clarify which field they would be using.

Roll Call Vote:	AYE	- Burke, Hartpence, Kolvites, Ferrara, Hewitt, Hanley, Russano
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Diminick, Siano

ATTENDANCE LOG FOR SUPATHA YOGA AND MEDITATION- MOTION TO APPROVE PAYMENT FROM LAKSHMI DEVI FOR JANUARY 31, 2008

It was moved by James Burke, seconded by Ron Hartpence and carried to approve attendance log for the month January 2008, for yoga with Lakshmi Devi.

Roll Call Vote:	AYE	- Burke, Hartpence, Kolvites, Ferrara, Hewitt, Hanley, Russano
	NAY	- None
	ABSTAIN	- None
	ABSENT	- Diminick, Siano

MUSKY TROUT HATCHERY – STOCKING OF POND

Chairman D. Hewitt reviewed. He explained that they will probably purchase fish from the Musky Trout Hatchery depending on the money in their budget allotted for the derby.

DVAA – JEFFREY FERRARA

Jeff Ferrara spoke in reference to the DVAA and how they would like to put money into the infrastructure of baseball enclosures at the park. The DVAA would like to work with the park members and improve the baseball fields. They would like to schedule an all day event for baseball sign ups and pictures and games on April 19, 2008, using the pavilion starting at 8:00A.M and lasting till about 4:00P.M. This will be a rain or shine event. Mr. Ferrara asked about the cost of using the Park. It was noted by James Burke that the fee for organizations for children are waived for the use of the Park, but feels that there may be an escrow fee for cleanup, which will be returned to the DVAA when event has concluded and the Park grounds are left in good condition.

James Burke noted that he spoke with Alfe Grillo, a local plumber about opening the bathrooms for the season at the Park. He will be in touch with Mr. Grillo before the Easter Egg Hunt to be held on March 15, 2008. There was also a suggestion of installing motion lights in the bathroom or to have the new park director check and make sure the lights are turned off daily.

DONATIONS

There was a donation of \$50.00 from Helen Gergar. The Committee members thanked Helen for her generous donation.

BUILDING AND GROUNDS

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Chairman Hewitt reported that there was a work session on March 1, 2008 to cleanup the kitchen area, clean up the cabinets, and get the pavilion ready for summer use. He stated everything went well and they accomplished what they intended to do.

James Burke noted that he will be meeting with the new appointed Park Director Charles Wilson and his wife Denise on Friday at 5:00 P.M to give them a tour of the house on the Park grounds.

The Committee needs also to obtain a life saving ring for the Kingwood Pond before the Derby in June.

There was also a discussion about the new grill being installed. The grill will be permanently installed by the picnic area with a fence surrounding, also with gravel underneath the grill.

It was also brought up that the custodian for the Township Rose Dipple needs something to clean the floors in the kitchen and in the pavilion. Chuck Kolvites volunteered to pick up a mop for her to use.

There was a discussion about the infield mix and when to replace it before the season starts.

OPERATIONS REPORT

James Burke reported that he spoke to the Road Supervisor Jack Search about the playground mix. Mr. Search said it will only need to be turned over and if necessary they will bring more in and install the mix under the playground area.

OLD BUSINESS

Update on street lights at the park

Secretary Brown explained that she called the Jersey Central Power and Light Co., spoke to someone who said they no longer offer out door area lighting. All lights that were reported out of order were recently repaired.

Update on Park Director

Mr. and Mrs. Wilson are scheduled to take a drug and alcohol test this week. Also there has been a back ground check through the State Police scheduled to be filled out and sent into Trenton. Will get results in a few weeks.

Update on Easter Egg Hunt

The Kingwood Township Easter Egg Hunt is scheduled for Saturday, March 15, 2008. Diane Hanley noted that the egg coloring will be next week on Thursday, March 13 at 7:00 P.M. at the fire house on route 519 for anyone that would like to volunteer. Mrs. Hanley stated that she prepared flyers for the Egg Hunt and would like everyone to distribute. She also stated that the girl scouts will be filling candy bags with her tomorrow. She shared some ideas for the prizes and wanted some input from the Committee.

CERTIFICATE OF LIABILITY INSURANCE FOR GIRL SCOUT COUNCIL AND TROOP ACTIVITIES

Chairman David Hewitt reviewed.

LETTER FROM STUDENT IN THE SIXTH GRADE

Letter from resident and student Bailey Ferrara of Slacktown Road sent the Committee a letter asking them to work on considering installing more soft ball fields at the Park. Chairman D. Hewitt will write a letter of response to Bailey.

HUNTERDON COUNTY EARTH DAY CELEBRATION

An invitation was sent to all Parks and Recreation members from the Hunterdon County Dept. of Parks and Rec. inviting them to their eight annual Earth Day Celebration on Saturday, April 26, 2008 from 10:30 a.m. till 4:00 p.m.

LIST OF FOOD SAFETY REQUIREMENTS

Chairman D. Hewitt reviewed.

Diane Hanley reviewed some new information she obtained on inflatable rides for Community day. To be on the April meetings agenda.

It was moved by Chuck Kolvites, seconded by Antimo Russano and carried to adjourn the meeting at 10:25 P.M. **All voted Aye on Roll Call Vote.**

Respectfully submitted,

Cynthia L. Brown, Secretary