

**PARKS AND RECREATION COMMITTEE
REGULAR MEETING MINUTES
December 2, 2009**

CALL TO ORDER

The meeting was called to order by Co-Chairman David Hewitt at 7:37P.M.
Chairman Ronald Hartpence was absent; David Hewitt read aloud the following:

NOTIFICATION REQUIREMENTS

Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act and published in the Hunterdon County Democrat and the Courier News on January 15th, 2009, and by telefaxing a copy of the notice to the Star Ledger , and the Express Times on January 8, 2009. A copy of the notice was also posted in the Kingwood Township Municipal Building and Post Office on January 8, 2009.

In order to ensure full public participation in this meeting, all members of this committee or Board, 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: James Burke
David Hewitt
Diane Hanley
Antimo Russano
Chuck Kolvites
Jeff Ferrara
Heidi Diminick
Anthony Gioffre
Eugene Hill
Joseph Agaccio
Lee Frank
Charlie Wilson (Park Director)

ABSENT: Ron Hartpence
Joseph Floyd
James Spinelli

2.

Privilege of the Floor

Rose Dipple – To Speak to the Committee Members Regarding the Old Fairview School

Rose Dipple was present at the meeting this evening to explain several problems she feels that should be addressed that have been occurring at the Old Fairview School the past few years. She noted that the phone has been off the hook when she goes to clean the building. Also a chair is always in front of the main entrance and hits the other door when opened. She explained that she always leaves notes reminding people not to leave these items the way they put them. In addition a list of the following things also have been happening: heat is turned up and turned down too low, breakers are off, fire hazards of incense that is being burned during yoga classes, there are always things put up on the bulletin board that shouldn't be there, and there are signs outside the building advertising the yoga classes that look terrible.

The Committee members discussed the problems, and told Rose Dipple they would be in touch with the organizations that use the building and hopefully they will stop with the issues. Jim Burke explained that something has to be decided on about the use of the building, due to the high cost of the heating bill that is over \$6,000 a year and because of the problems that everyone has had to deal with lately. Co-Chairman David Hewitt explained that several members of the Parks and Recreation Committee met for a Ad-Hock subcommittee meeting at the Scott's Steak House to review what to do with the building. They talked about possible increasing the fees for the use of the building, or just limiting it to the seniors, and one time use for Kingwood Township Residents.

The Committee had a very lengthy discussion on what to do, and they decided that they no longer feel they should rent the building out to organizations other than the seniors and the historical society. Jim Burke feels that for practical purposes the building should be closed from November thru the end of March, and winterized. The Committee discussed the possibility of notifying all of the organizations and letting them know that the OFVS would be shut down (60) days from this date, which would be February 2, 2010 and would reopen on March 15, 2010.

Motion

It was moved by Chuck Kolvites, seconded by Antimo Russano and carried to close the Old Fairview School for three months out of the year, not rent the building to any one organization other than a non-profit organization, to allow residents of the Township of Kingwood use the building on a one time basis, and for the Parks and Recreation Committee to send a letter to the all the organizations that are currently using the building stating that they have a (60) day notice, which states, due to the cost of maintaining the building it will be closed for the winter months starting February 2, 2010 – March 15, 2010, and that the Parks and Recreation Committee has decided not to rent or allow the profiting organizations use the building for their activities as of February 2, 2010, and that the building will be available to the Merry Mixers and the Senior Yoga Organizations only after the date of March 15, 2010.

3.

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

Chuck Kolvites left the meeting at 8:30PM.

Committee to Make a Decision for a Request: Maria Plass to Use the Old Fairview School House on Sunday Afternoons

The Committee members asked Maria Plass to come up and talk to them about using the building. Maria Plass explained to the Committee members what she was interested in doing with the use of the building. She explained that they are a non-profit organization and would like to use the building one Sunday a month to introduce products for people to use, not to sell them, but to let them know where they are available. The Committee answered many questions and decided that if Maria Plass is willing to sign a document stating that she is responsible for the use of the building, they may consider her organization the use of the building after March 15, 2010. Jim Burke noted that he would like the Parks and Recreation Committee review her "Use of Facilities form" to make sure that all the stipulations that they discussed with her are on the form.

New and Pending Business

Motion to Approve the Minutes of the November 4, 2009 Regular Meeting Minutes

It was moved by Jim Burke, seconded by Diane Hanley and carried to approve the minutes of the November 4, 2009 Regular Meeting of the Parks and Recreation Committee.

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

Motion and Approval for the Amount of \$96.00 - Received for the Month of September 2009 and \$113.10 Received for the month of October, 2009, for Supatha Yoga - Use of Facilities Payment From Donna Giami ("Lakshmi")

It was moved by Jim Burke, seconded by Heidi Diminick and carried to approve a monthly payment from (Donna Giami) Lakshmi – Supatha Yoga at Old Fairview School- in the amount for use of facility of \$96.00 for September, and \$113.10 for October 2009.

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

4.

Approval of Payment to Ian White – Music Camp Lessons at Kingwood Township School in the amount of \$180.00

It was moved by Heidi Diminick, seconded by Jeff Ferrara and carried the motion to authorize payment to Ian White in the amount of \$180.00 for the Music Club.

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

Schedule Reorganization Meeting in January 2010 – Date and Time

It was moved by Heidi Diminick, seconded by Jeff Ferrara and carried to schedule the Parks and Recreation Reorganization Meeting and Regular Meeting on January 6, 2010 at 7:30PM and to also schedule the yearly events on that date.

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

Old Business

Review Senior Dinner of November 7 - Total Amount Dinners: (132) \$1,584.00 Spent

Co-Chairman David Hewitt reviewed the day. He noted that it went very well.

It was moved by Diane Hanley, seconded by Antimo Russano and carried to pay the amount of \$1,584.00 to the Kingwood Methodist Church for (132) senior dinners.

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

Discuss Old Fairview School Usage – Results from the Ad hoc subcommittee meeting

This was discussed in the beginning of the meeting.

5.

Budget for 2010

Budget Request for 2010 – Parks and Recreation – Co-Chairman Dave Hewitt Lists Events

Co-Chairman David Hewitt handed out a Parks and Recreation Budget Request Activities for 2010 to everyone. The Committee reviewed the programs and how much they feel they will cost in the coming year. It was discussed that the final numbers would be \$15,740.00 requested for the activities for the year 2010, and \$19,600.00 for the facilities for the year 2010. A total of \$35,340.00 requested for 2010.

Tree Lighting Ceremony – December 5, 2009

The Committee members reviewed the items they have and need to pick up. Antimo Russano stated that everything is ready for the Tree Lighting. Diane Hanley picked up several decorations and several items for the event and spent \$58.00 of her own money. Jim Burke noted that Moe Mudrick will be the Santa for the evening. Andy Russano noted he will pick up 6 gallons of cider. The Committee reviewed times of each event. Santa to arrive at the park at 4:30PM. All members that are able to help will be at the park at 1:00 – 2:00PM to decorate the tree.

Motion

It was moved by Antimo Russano, seconded by Heidi Diminick and carried to approve the reimbursement payment of \$58.00 to Diane Hanley for the items she purchased for the Tree Lighting.

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

Judging of the Kindergarden/1st Grade Christmas Tree Pictures

The Committee reviewed the pictures and took a vote, just by raising hands. They decided that the winner for First Place of the contest is Emily Norgard of Kingwood Township, Second Place was Kristen Bill of Kingwood Township. Secretary Keller to contact Emily Norgard to let her know that she has won First Place in the contest, and to ask if she could attend the Tree Lighting and be the one to light the tree, and if for some reason she cannot make it that day, Kristen Bill will be called to light the tree.

Operations and Reports:

Charles Wilson – Park Director Report for December

Charles Wilson was present and reviewed his report.

6.

Buildings and Grounds:

Closing Date for the Park

The Committee decided that the day after the Tree Lighting would be the day the Park will be officially closed for the season, and that a plumber will be contacted to winterize the bathrooms. The official date will be December 7th, 2009.

Donations

Eugene Hill has donated five trees to the park. He noted that three were planted at the new picnic grove, and also two pear trees. Everyone thanked Eugene Hill for his very generous donation.

Correspondence

Co-Chairman David Hewitt reviewed the following:

Thank you note from Justine Rick
Copy of Letter to Donna Giami "Lakshmi"
Copy of Thank you letter from Diane Hanley

Other Matters

Jeff Ferrara asked for the Committee to consider for 2010 for the DVAA to utilize the field behind the lower soccer field to install a batting cage, and to advertise signage for baseball fields.

Jim Burke noted that the Township Committee met last evening at their month meeting. He explained to everyone that Todd Kratzer from the Water Authority came to the meeting to discuss a grant that was granted to them for several projects they would be working on in the County. He explained that two of the projects they will be working on in Kingwood would be to improve the drainage at the Kingwood Park, and he explained how it would be done. There will also be rain gardens planted at the park. The drainage will all drain into the Lockatong Creek. The Parks and Recreation Committee all agreed that this would be a very good idea. They all approved.

Jim Burke stated that the Clerk received a letter from the Kingwood Basketball League from a Richard Kicks regarding selling refreshments during the games. They are inquiring where they would obtain a food license. Mr. Burke stated this would have to go through the County for the food license. He explained that a \$25.00 fee would be charged, and the Township would waive the fee for their license. Jim Burke read aloud a letter from them regarding funds they never received that are due to them. C.F.O. D. Laudenbach to look into the back ground of the situation and find out if the Parks and Recreation owes them money.

Jim Burke reviewed a letter from the Township's insurance company regarding the safety signs at the playground. There was a question as to whether the signs have been put up and who was to put them up when it was discussed in earlier months. It was noted that Joe Floyd was going to make a larger sign to put up on the playground. Mr. Burke noted that this should be discussed at the next Parks and Recreation meeting.

7.

Motion to Approve a 10 Week Session in T'AI CHIH in the Amount of \$820.00 Paid to Ron Heck

It was moved by Jim Burke, seconded by Diane Hanley and carried to approve a 10 Week Session for the summer – fall of 2009 in T'AI CHIH in the Amount of \$820.00 Paid to Ron Heck.

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

The Committee decided not to make a decision regarding Ron Hecks request to use the Old Fairview School for another eight week session in February – May 2010 and an additional session beginning in September – December of 2010. They decided that a letter will be sent to Mr. Heck informing him that the Committee has decided not to allow profited organizations use the building as of February 2, 2009.

ADJOURNMENT

It was moved by Antimo Russano, seconded by Diane Hanley and carried to adjourn the meeting at 9:55PM. **All** voted **Aye** on **Roll Call Vote**.

Respectfully submitted,

**Cynthia L. Keller, Secretary
Parks and Recreation Committee**