

Approved 9-2-14

**TOWN OF WINDSOR  
PARK COMMISSION MEETING  
Tuesday – August 5, 2014 at 6:30 p.m.  
Windsor Town Hall, 4084 Mueller Road, DeForest**

MINUTES

1. **Call Meeting to Order:** The meeting was called to order by Chairperson Barb Ridd at 6:32 p.m.
2. **Roll Call:** Members present: Carol Barth, Clay Luttrell, Troy MacDonald, Barb Ridd, Mike Switzky and Dick Woodburn. Bill Lapp had an excused absence. Others present: Public Works Supervisor Jim Fredenberg and Town Clerk Christine Capstran.
3. **Pledge of Allegiance:** The pledge was recited.
4. **Approve Minutes:**
  - a. **June 3, 2014** D. Woodburn moved to approve the June 3, 2014 minutes, seconded by M. Switzky. Motion carried with a 6-0 vote.
  - b. **July 1, 2014** M. Switzky moved to approve the July 1, 2014 minutes with the correction of item 13a to read “net” pole instead of “light” pole, seconded by C. Barth. The motion carried with a 6-0 vote.
5. **Finance:**
  - a. **Vouchers**  
D. Woodburn moved to approve the vouchers presented for payment, second by M. Switzky. Motion carried with a 6-0 vote.
  - b. **Treasurer’s Report**  
Troy McDonald moved to approve the Treasurer’s Report as presented, second by D. Woodburn. Motion carried with a 6-0 vote.
6. **Appearances before the Park Commission:** None.
7. **Booster Signs – Policy for Replacement Signs:** B. Ridd reviewed current booster contribution letter. D. Woodburn stated the new signs are plastic and almost indestructible. Repairs should be minimal. Concluded that current letter works and there is not a need to be more specific regarding replacement of signs. T. MacDonald and M. Switzky will review and revise letter in general for next year.
8. **Designate Recipients for Disbursement of Youth Sports and Recreation Donations:** Booster funds are donated back to youth sports programs and the groomer fund. A new groomer is approximately \$15,000. The groomer is currently not being used as it needs repair. M. Switzky stated that baseball is putting money aside for new groomer as well.  
  
Discussed amount to distribute to youth programs. M. Switzky moved to add LaCrosse to the list of recipients, second by T. MacDonald. Motion carried with a 6-0 vote.  
  
T. MacDonald moved to donate \$300 to eight youth programs and \$1,400 to the groomer fund, second by D. Woodburn. Motion carried with a 6-0 vote.
9. **Process for Requesting Additional Funds from the Town of Windsor:** B. Ridd discussed Windsor Boards fund request form and possibility of requesting designated funds for projects next year. D.

**16. Road Signs for Park Areas:** Deferred to a later meeting.

**17. Staff and Commission Comments:** There were none.

**18. Adjournment:** T. MacDonald moved to adjourn the meeting at 8:50 p.m., second by C. Luttrell.  
Motion carried with a 6-0 vote.

Respectfully Submitted,

Christine Capstran  
Town Clerk