

**TOWN OF WINDSOR
PARK COMMISSION MEETING
Tuesday – September 2, 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 6:34 p.m.
2. **Roll Call:** Members present: Carol Barth, Troy MacDonald, Barb Ridd, Dick Woodburn and Bill Lapp. Clay Luttrell arrived at 6:50 p.m. Mike Switzky 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 August 5, 2014 Minutes:** D. Woodburn moved to approve the minutes as presented, second by T. MacDonald. The motion carried with a 5-0 vote.
5. **Finance:**
 - a. **Vouchers**

D. Woodburn presented an estimate to finish the path landscaping at Fireman's Park. There is a drop off on each side of the path which is a safety concern. C. Barth moved to allocate \$1,180 to finish the path project with soil, seed and straw, second by B. Lapp. Motion carried with a 6-0 vote. D. Woodburn will have this completed in September.
 - b. **Treasurer's Report**

Discussion on funds for finishing all approved projects. There may be a shortfall if we do not receive the grant for the path in Fireman's Park. Commission agreed to move funds allocated to the WSC Storage Facility, if needed, to cover approved projects which were all deemed necessary to complete in 2014. The need and amount will be determined if the grant money is not awarded to Windsor.

D. Woodburn moved to approve the Vouchers and Treasurer's Report as presented, second by B. Lapp. Motion carried with a 6-0 vote.
6. **Appearances before the Park Commission:** None.
7. **Disbursement of Youth Sports and Recreation Donations:** This item was moved up on the agenda after the Pledge of Allegiance. B. Ridd recognized and distributed the prior approved distribution of \$300 per club to representatives of Windsor Community Girls Softball, Norski Lacrosse, Norski Soccer, Gold Medal Wrestling, DeForest Area Youth Football, and DeForest Boys Tri-County Basketball. Deforest Girls Tri-County Basketball representative, Joe Schaeffer, appeared before the commission at 7:00 to receive their check. Windsor Community Boys Baseball check will be mailed.
8. **Process for Requesting Additional Funds from the Town of Windsor:** Reviewed items that funds can be used for per state statutes. Will incorporate in future planning.
9. **2015 Budget:** C. Barth moved to approve the final 2015 budget as presented, second by T. MacDonald. Motion carried with a 6-0 vote.
10. **Park Project List – from 2014 Annual Park Tour:**
 - a. **Completed:** New picnic tables delivered to Terrace Park and Windsor Meadows. Note: Cradle Hill Park should get one next year.

Traveler Trail Park sign has been ordered.

Fireman's Park Grant has been resubmitted.

b. To Do:

J. Fredenberg will coordinate the removal of 3 trees in Old Amsterdam Park.

Cedar chip refresh for 6 parks has begun. Bull Run Park is completed. B. Lapp will check remaining parks to confirm which parks received cedar chips.

B. Lapp will get quotes to re-side the Morrisonville concession stand shelter and replace soffit and fascia.

Outfield net at Fireman's Park was measured and M. Switzky is getting an updated quote if needed. This expenditure has already been approved. The commission will purchase the net and the baseball league will install in the Spring.

M. Switzky received a quote for fence heaving issue at various parks.

C. Barth presented idea for a bird deterrent for Windsor Sports Commons shelter so they would not have a problem with birds and nests in the future.

c. Prioritize Long Term Projects: B. Ridd requested that the long term projects for all parks be emailed to each member so that they can prioritize the projects for next year. Will discuss priorities at October meeting.

11. Consideration of Installation of Recycling Containers at Town of Windsor Parks: Most people don't use recycling containers at parks. However, some members would still like to be more environmentally friendly. C. Capstran will ask Advanced Disposal if they sort co-mingled garbage/recyclables.

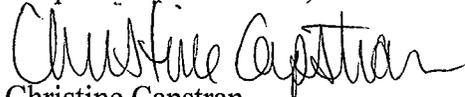
12. Flags – Illuminating After Dark: C. Luttrell has the light. Will get to D. Woodburn who will install it at Fireman's park.

13. New Park Signs that State Hours and Ordinances: Put on hold for now due to potential naming issue. C. Barth has pictures of other community signs that she will distribute. Currently there is not a dog sign at Windsor Sports Commons. People are not cleaning up after their dogs. Rules need to be enforced.

14. Staff and Commission Comments: C. Capstran addressed requested maps of trail system that were included in packet for future discussion. Also referred to Comprehensive Outdoor Recreation Plan that will be review and revised this winter.

15. Adjournment: T. MacDonald moved to adjourn the meeting at 8:00 p.m., second by B. Lapp. Motion carried with a 6-0 vote.

Respectfully Submitted,



Christine Capstran
Town Clerk