

Approved 11-11-14

**TOWN OF WINDSOR
PARK COMMISSION MEETING
Tuesday – October 7, 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, Mike Switzky, Troy MacDonald, Barb Ridd, Dick Woodburn and Bill Lapp. Clay Luttrell had an excused absence. Others present: Public Works Supervisor Jim Fredenberg and Town Clerk Christine Capstran.
3. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
4. **Approve August 5, 2014 Minutes:** C. Barth moved to approve the August 5, 2014 minutes as presented, second by B. Lapp. The motion carried with a 6-0 vote.
5. **Finance:**
 - a. **Vouchers**
 - b. **Treasurer's Report**

Discussed allocation of funds for all approved projects; Commission will decide on fund allocation for expenditures at next meeting.

T. MacDonald moved to approve the Vouchers and Treasurer's Report as presented, second by D. Woodburn. Motion carried with a 6-0 vote.
6. **Appearances before the Park Commission:** None.
7. **Park Project List – from 2014 Annual Park Tour:**
 - a. **Completed:** Cedar chip refresh has been completed for 4 parks: Bull Run, Old Amsterdam, Millstone and Morrisonville.

Fireman's Park Grant has been denied.

3 trees removed in Old Amsterdam Park.

New sign installed at Traveler Trail Park.
 - b. **To Do:** B. Lapp received quotes to re-side the Morrisonville concession stand shelter and redo the electric. In the process it became apparent that a new shelter is needed. Will revise long term project list to include Morrisonville shelter replacement.

M. Switzky reviewed quotes received for Fireman's Park outfield net. The pulley system costs are not justifiable and recommends purchasing just the net. This expenditure was approved June 3, 2014. M. Switzky will order the net and the baseball league will install it in the Spring.

M. Switzky reviewed the quote from Qual Line to fix fence heaving at Windsor Fireman's Park and Morrisonville Ball Park. All fields are currently playable. Recommended that we inspect each year. Put on long term list.

Discussed all parks and any unfinished projects. Some items were moved to long term projects

and other small items will be addressed in the Spring.

8. **Prioritize Long Term Projects:** Long term priorities were very diverse among commission members. Commission will prioritize list when the Comprehensive Outdoor Recreation Plan is updated.
9. **Discussion on Updating/Revising Comprehensive Outdoor Recreation Plan:** Commission will prepare to go over the Introduction and Background text of the Comprehensive Outdoor Recreation Plan at the next meeting.
10. **Revise Booster Letter:** T. MacDonald provided an updated booster letter. Commission concurred with the letter with a few minor changes. Discussed giving sponsors the option to put signs in Morrisonville too. Sponsorship for both parks will be \$500.
11. **Consider Cancellation/Reschedule of November 4, 2014 Park Commission Meeting:** November 4th meeting rescheduled to Tuesday, November 11, 2014 at 6:30 p.m. due to the election.
12. **Staff and Commission Comments:** No staff and commission comments.
13. **Adjournment:** T. MacDonald moved to adjourn the meeting at 8:05 p.m., second by B. Lapp. Motion carried with a 6-0 vote.

Respectfully Submitted,

Christine Capstran
Town Clerk