

**TOWN OF WINDSOR
PARK COMMISSION MEETING
Tuesday – August 4, 2015 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 Ridd at 6:30 p.m.
2. **Roll Call:** Members present: Mike Switzky, Dick Woodburn, Barb Ridd, and Bill Lapp. Troy MacDonald and Greg Cullen had excused absences. Others present: Public Works Supervisor Jim Fredenberg, Town Clerk Christine Capstran and Town Supervisor Don Madelung.
3. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
4. **Incorporation Update:** D. Madelung gave a brief update.
5. **Appearances before the Park Commission:** None.
6. **Approve Minutes**
 - a. **June 2, 2015:** D. Woodburn moved to approve the July 7, 2015 minutes with a correction, second by M. Switzky. Motion carried with a 4-0 vote.
7. **Finance:**
 - a. **Vouchers**
 - b. **Treasurer's Report**

B. Lapp moved to approve Vouchers and Treasurer's Report as presented, second by M. Switzky. Motion carried with a 4-0 vote.
8. **Public Input on Comprehensive Outdoor Recreation Plan:** None.
9. **Working Session - Comprehensive Outdoor Recreation Plan (CORP):** No discussion.
10. **2015 Park Projects:** D. Woodburn replaced 2 arborvitae at Bull Run Park and 2 at Wolf Hollow Park. D. Woodburn placed mulch around the trees and signs at these parks; mulch was donated by Circle B. D. Woodburn expressed concern for weeds growing in play areas and would like to see more spraying. He would also like Public Works to spray for dandelions.

D. Woodburn discussed the cost of making volleyball nets with posts versus purchasing more expensive sets.

B. Lapp and Kitty Repas toured the concession stand at Windsor Fireman's Park to get ideas for the Morrisonville concession stand. They would like a separate lockable room for storage or lockable cabinets. B. Lapp has a list of ideas.

T. MacDonald contracted Windsor Lawns to refresh bark chips at 4 parks. This has not been completed.

B. Ridd discussed a new ADA footbridge at Millstone Heights Park.

Roots are rising up through the blacktop path at Windsor Fireman's Park. Weeds should be removed from the cement barrier surface.

11. Award Bid for Improvements to Morrisonville Fireman's Park Shelter: Preferred Electric and Heating LLC was the lone bidder on the project with a bid amount of \$4,950.00. The Park Commission had budgeted \$5,000.00 for the ceiling and fascia repair.

M. Switzky moved to award the project to Preferred Electric and Heating LLC for \$4,950.00, second by B. Lapp. Motion carried with a 3-0 vote. D. Woodburn abstained from voting.

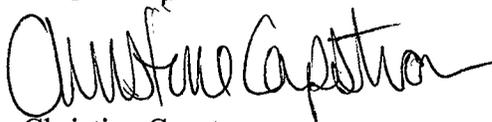
12. Park Rental Fee for Baseball Tournaments: M. Switzky presented an updated rental form which was modeled after the current Windsor shelter rental form. Edits were discussed. The form will be available through the Town office and Windsor DeForest Community Baseball League.

13. Memorial Bench and Tree Program: Discussed a memorial bench, picnic table, tree program as a way to add amenities to our parks. Will continue the discussion at a future meeting.

14. Staff Comments: D. Woodburn inquired as to the timeline for starting the storage shed at Windsor Sports Commons. C. Capstran stated that it was approved in Spring with the understanding that the project would start in Fall. B. Ridd reviewed the well issue at Windsor Sports Commons and upcoming meeting.

15. Adjournment: B. Lapp moved to adjourn the meeting at 8:05 p.m., second by D. Woodburn. Motion carried with a 4-0 vote.

Respectfully Submitted,



Christine Capstran
Clerk