

**TOWN OF WINDSOR  
PARK COMMISSION MEETING  
Tuesday – September 1, 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 6:33 p.m.
2. **Roll Call:** Members present: Dick Woodburn, Barb Ridd, Bill Lapp and Troy MacDonald. Greg Cullen and Mike Switzky 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:** Windsor Gardens developers, Don and Jerry Tierney, gave an update on the park and completion of the baseball diamond at Windsor Gardens.

Emily Bouska introduced herself to the Commission. Emily will be the Lacrosse representative on the Park Commission starting in October. The Town Board will appoint her to the Commission at their September 3 meeting.

6. **Approve Minutes**

- a. **August 4, 2015:** D. Woodburn moved to approve the August 4, 2015 minutes as corrected, second by B. Lapp. 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 T. MacDonald. Motion carried with a 4-0 vote.

8. **Comprehensive Outdoor Recreation Plan:** Will approve at a future meeting.

9. **2015 Park Projects:** J. Fredenberg reviewed the completed project list from Public Works. Discussed expanding the sand area at Wolf Hollow to accommodate the sand digger from Fireman's Park. New border and sand would be needed.

The new canopy for the Windsor Hills Park play structure cannot be attached until the structure is shored up on the top. D. Woodburn will improve the upper structure stability.

New bark chips were placed at Wolf Hollow Park, Traveler Trail Park, Terrace Park and Millstone Heights Park.

B. Ridd is researching ADA guidelines for the footbridge at Millstone Heights Park. Ridd will also check placement and size of bike rack needed for Windsor Sports Commons and order it.

**10. Electric Strike Locks:** Discussed need for electric strike locks at Windsor Sports Commons. D. Woodburn discussed challenges and cost of retro-fitting existing doors.

**11. Windsor Heat Softball:** Staci Jansen, Kim Schroeder, Kym Larson and Tracie Melter, representing Windsor Heat Softball, presented information on how their program currently operates and what their needs are for the future. In 2015 they had 130 girls participating in their softball program. They are looking for home fields for all grade levels. They currently use 6 different fields as they are available.

The Commission offered exclusive use of the newly completed Windsor Gardens field as a home field including all scheduling responsibilities. This field could potentially be used for all U12/14 games and practices.

There was also discussion of skinning the current field in Terrace Park and adding amenities to make it usable by the U8/10 teams. B. Lapp will work with M. Switzky to get cost estimates. U16/18 would continue to use Morrisonville Fireman's Park and the high school fields.

Heat representatives recognized that they would need to contribute volunteer hours and participate in future projects.

**12. Staff Comments:** D. Woodburn inquired about the well issue at Windsor Sports Commons and the meeting outcome. B. Ridd responded that the cost was higher than anticipated. Soccer and Lacrosse have worked out a watering schedule with the existing well and pump.

**13. Adjournment:** B. Lapp moved to adjourn the meeting at 8:23 p.m., second by D. Woodburn. Motion carried with a 4-0 vote.

Respectfully Submitted,



Christine Capstran  
Clerk