

Approved
12/01/2015

**TOWN OF WINDSOR
PARK COMMISSION MEETING
Tuesday – November 10, 2015 at 6:30 p.m.
Windsor Town Hall, 4084 Mueller Road, DeForest**

MINUTES

1. **Call Meeting to Order and Roll Call:** The meeting was called to order by Chairperson Ridd at 6:30 p.m. Members present: Barb Ridd, Dick Woodburn, Bill Lapp, Troy MacDonald, Emily Bouska and Mike Switzky. Greg Cullen had an excused absence. Others present: Town Clerk Christine Capstran and Town Supervisor Don Madelung.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Appearances before the Park Commission:** None.
4. **Approve Minutes**
 - a. **October 6, 2015:** D. Woodburn moved to approve the October 6, 2015 minutes as submitted, second by B. Lapp. Motion carried with a 6-0 vote.
5. **Finance:**
 - a. **Vouchers**
 - b. **Treasurer's Report**

M. Switzky moved to approve Vouchers and Treasurer's Report as presented, second by T. MacDonald. Motion carried with a 6-0 vote.
6. **2015 Park Projects:** B. Lapp and M. Switzky will continue to work with girls softball to skin the Terrace Park field at zero cost. Once skinned, Public Works will remove the sod and the Park Commission will pay for the lime. \$3,450 has been allocated in the special projects fund to be used for lime in Terrace Park. This may need to be carried over to 2016 for completion.

D. Woodburn reported that the Morrisonville shelter work is almost complete.

A culvert with a grass path over it has been installed at Millstone Heights Park. Discussed neighbors dumping along the edge of park even with "No Dumping" signs.

D. Woodburn moved to allocate up to the surplus amount in the budget for 2 benches at Millstone Heights Park and up to 2 picnic tables for Cradle Hill Splash Pad, second by B. Lapp. Motion carried with a 6-0 vote.
7. **Proposed Park Concepts:** Discussed 3 proposed park concepts.
8. **Proposed 2016 Park Budget:** B. Lapp moved to recommend approval of the Park Commission budget to the Village Board as presented, second by M. Switzky. Motion carried with a 6-0 vote.
9. **Staff Comments:** There is no lighting at Windsor Sports Commons at night. The Park Commission would like to see perimeter lighting on the shelter at night to deter vandalism. Flag is not lit at night.

10. Adjournment: B. Lapp moved to adjourn the meeting at 7:32 p.m., second by M. Switzky. Motion carried with a 6-0 vote.

Respectfully Submitted,

A handwritten signature in black ink that reads "Christine Capstran". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Christine Capstran
Clerk