

## Parks Committee Meeting January 16, 2012

James Rossol called the regular monthly Parks Committee meeting to order at 7:00PM in the meeting room at the Town Hall. Present were James Rossol, Michael Meulemans, Michael LeClair, Sean Moroney, Donald Sitte, Barbara Anschutz, Douglas Smith and 2 visitors.

Clerk/Administrator verified posting. Motion made/second Jim/Mike L. to accept the agenda. Carried.

Accept minutes – Motion made/second Mike M./Sean to accept the minutes. Carried.

Citizen input – None.

Review approved budget items for 2012 and set timeline for completion of items and discuss/possibly decide mechanism to monitor completion of budget items – Barb presented a spreadsheet which lists the approved budget items, along with the dollar amounts in each account. A copy is available in the 2012 minute book. Concession stand improvement is being taken care of the Baileys Harbor Athlete Club. We'll have to pick an engineer or a naturalist to develop the vita-course. Paul Regnier could possibly do it, or H&K Sports, if they do this sort of work. Doug will instruct Steve Parent to begin engineering the Severn Street bike path. With Dave Niedzwiecki's retirement, the maintenance employees may be a little busier this summer. Therefore, the items that they'll be responsible for installing will be ordered as soon as possible and they can install them as they have time over the course of the year. Trees in Kendall Park will be planted when weather permits.

Review Bird City recognition and approval and possibly appoint coordinator for Bird City program – The program administrator was very impressed by our application. This is something that we have to reapply for every year. There is a fair amount that needs to be coordinated to make it a success. Brochures about feral cats need to be distributed and the International Migratory Bird Day needs to be organized. It would be helpful to have a coordinator to take care of all of these items. This position would be a volunteer position. The Parks Committee would oversee this person. Jim will contact George Cobb to see if he's interested.

Review Scenic Byways and Door County grant timelines and bid process for Anclam Park project – Steve Parent prepared timelines for both of the grants, a copy of which is available upon request. The Door County grant portion could potentially be complete by June 30<sup>th</sup>. If everything flows through properly with the Scenic Byways grant, we could potentially start by July 15 with completion in late 2012 or early 2013 (this would be an extremely best case scenario). The appeal timeframe for the DNR permit is almost up. Going forward, the Parks Committee will be updated on progress, but the projects themselves are now in the hands of the Town Board. One thing the Parks Committee should discuss is whether or not to close the park and, if so, how long it should be closed. Steve Parent will be overseeing the contractors who win the bids.

Discuss/possibly decide method to insure committee members' attendance at committee meetings – Going forward, if a person misses 3 meetings in a row, without a legitimate excuse, they will be off of the committee. Barb suggested limiting the amount of meetings as well. Meeting time will be switched back to 6:00PM. One or two alternates will also be appointed. Names should be gotten to Doug and Don will appoint them. Going forward, we'll have one or two meetings in the spring, one each in September and October for budgets and one in January to review approved budget items.

Recommendations for next meeting's agenda – We will meet on April 16 at 6:00PM. If George Cobb agrees to be the Bird City coordinator, he will be on the agenda to talk about it. We will also have a report on Anclam Park, as well as discussing when/if the park will need to be closed. We may need to get together before that to interview people for the vita-course design. The Committee is to get names to Doug and he will set a meeting date/time.

Motion made/second Mike/Jim to adjourn at 8:04PM. Carried.

These minutes are subject to correction at the next regular monthly Parks Committee meeting

Douglas Smith  
Town Clerk/Administrator