



**TREE BOARD REGULAR MEETING**  
**February 27, 2017 5:00pm**  
**Maple Room Community Recreation Center—205 N. 11<sup>th</sup> Street**  
**Windsor, CO 80550**

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**MINUTES**

**A. CALL TO ORDER**

Chairman O'Connor called the meeting to order at 5:04 p.m.

Roll Call

Alison O'Connor  
Wendy Ball  
Rebekah Wilson  
Bill Monroe  
Mary Monroe  
John Pankonin  
Sue Bielawski

Also present:

Director of PR&C

Eric Lucas

Town Forester

Ken Kawamura

Parks & Open Space Manager

Wade Willis

1. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board

**Ms. Monroe moved to approve the agenda; Mr. Pankonin seconded the motion. Motion carried unanimously.**

2. Liaison Reports

None

3. Public Invited to be Heard

There was none.

**B. CONSENT CALENDAR**

1. Minutes from January 23, 2017

**Ms. Wilson moved to approve the minutes; Mr. Monroe seconded the motion. Motion carried unanimously.**

**C. BOARD ACTION**

1. Arbor Day Poster winners

**Ms. Bielawski moved to approve the selected poster contest winners; Mr. Monroe seconded such motion. Motion carried unanimously.**

**D. BOARD DISCUSSION**

1. Arbor Day Planning

- Grandview Elementary School celebration: Friday, April 20 from 8:20am-9:05am
- Charter Elementary School celebration: Friday, April 20 from 9:45am-10:30am
- Windsor Art and Heritage Center poster contest opening: April 7
- Arbor Day Proclamation at Town Board: Monday, April 9 at 7pm

- Tree Board poster contest celebration with poster contest winners: Thursday, April 12 from 4pm-6pm
- Town Board celebration of poster contest winners: Monday, April 23 at 7pm

Tree Planting with Rotary Club

- Saturday, April 21 from 8am-10am at Main Park
- 20 trees will be planted; holes will be pre-dug

Arbor Day Tree Sale

- Saturday, April 21 from 10am-12pm at 190 N. 8th Street, Windsor
- Board is encouraged to promote the tree sale to neighbors and town residents
- Bill Monroe will submit an article about the sale for the local newspapers
- Ken will request that Andy begin promotion of the tree sale on Town social media sites
- Alison will request that the tree packets be visible at the Rec Center for pick-up

Coffee with the Tree Board

- Due to time constraints, the March 3 date has been cancelled. The first event will be Saturday, June 2 from 9am-10am.
- Ken will request Andy create an ad that can be distributed and posted for these events.
- Sue, Bill and Mary will staff the booth on June 2, September 1 and December 1.
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**E. COMMUNICATIONS**

1. Communications from Town Staff

Mr. Kawamura updated the Board about the hiring of new Parks Manager Bob. He also updated the Board that Wade Willis is now in overseeing open space operations. He updated the Board on the status of the Town Manager position and said that a hiring company is doing the search process and there are hopes a manager will be hired by April.

2. Communications from Chairperson and Board

Ms. Bielwaski updated the board about the Greeley Tree Care workshop and gave a brief synopsis of each session.

**F. ADJOURN**

**Ms. Pankonin moved to adjourn; Ms. Wilson seconded the motion. All members voted aye. Motion carried. The meeting was adjourned at 6:50 pm.**

Submitted by:

Ken Kawamura, Town Forester