



Minutes

A. CALL TO ORDER

Chair Alison O'Connor called the meeting to order at 5:02 pm

1. Roll Call

Bill Monroe
Mary Monroe (Absent/Excused)
Sue Bielawski
Alison O'Connor
Rebekah Wilson
Wendy Ball
John Pankonin(Absent/Excused)

Also Present: Town Forester Ken Kawamura
 Town Board Liaison Myles Baker

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

Ms. Ball moved to approve the Agenda. Mr. Monroe seconded the motion. All members present voted Aye. Motion carried.

3. Liaison Reports

Town Board Liaison
No Report

4. Public Invited to be Heard

No Report/Hearings

B. CONSENT CALENDAR

1. None

C. BOARD ACTION

1. None

D. BOARD DISCUSSION

1. Park/Tree Audit

History of Windsor Highlands Park:

- The park was planted in 2005
- It is considered a “neighborhood park”
- The park is used for many things, such as walking, soccer, lacrosse, flag football and has a playground

Assessment of Windsor Highlands Park:

- Mr. Kawamura provided the Tree Board with an auditing form that the Board used to provide feedback and comments. Note-The rating scale was 1-5; with 1 being “needs improvement” and 5 being “excellent”

- Species: 5/5
 - The Board noted at least 22 different species planted in the park
 - There are zero ash planted in the park!
- Size: 4/5
 - The park is large with one playground and plenty of space for kids, dogs and people to recreate. Parking is readily available
 - A walking path is available around the perimeter of the park
- Condition of Trees: 4/5
 - Trees are on the smaller side and were planted all at once; no additional plantings have been done in the park-only replacements
 - The trees range in size from 8-14" DBH
 - Some trees were planted too deeply
 - A few trees had mechanical injury from mowers/string trimmers; broken branches from kids
 - The trees did not have mulch rings or sprayed tree rings at the base, so grass maintenance must be done, which can damage the trees (see bullet above)
 - The Board recommends adding mulch rings or spraying the tree rings with glyphosate (Roundup) to keep mowing equipment away from the trunks
- Site: 5/5
 - The park provided a great place for many activities the night the Board visited-there was soccer, flag football, kids on the playground, people walking their dogs, kids playing on the grass, etc.
 - The park itself was very well maintained
 - There are no bathrooms because it is considered a neighborhood park (most who utilize the park live in close proximity)
 - There is a large parking lot with ample parking available
- Age Class: 2/5
 - The trees in the park were mostly planted at the same time (in 2005)
 - A few younger trees have been added, but only as replacement trees
 - There are plans to plant additional trees (it's allocated in the budget)to help diversify the age class of the park's trees.
- Diversity: 4/5
 - Mr. Kawamura estimates that approximately 20+ species of trees are represented in the park
- Available planting Space: 5/5
 - There is space available on the outside perimeter of the park
 - Trees can also be planted on the east side, south of the playground (it's a large turf area)
- Uniqueness: 3/5
 - The park itself isn't overly unique, but the trees in the park are unique-like ginko row and the chinkapins that are located near the west entrance
 - While the park may not have the history of other parks in Windsor, it is heavily used and appreciated by the residents in Highland Meadows
- Nobility: 3/5
 - The one major eyesore was the west side entrance where there was unmowed grass that turned in to a large weedy patch-it had noxious weeds (Canada thistle) and several annuals that had gone to seed (prickly lettuce)
 - The Board's recommendation was to either mow this area as turf or simply mulch it to reduce weed growth

- The ornamental grasses adjacent to this area were also suffering (drought? Lack of maintenance ?) and could use a refresher
- Accessibility: 3/5
 - The park doesn't allow for vehicle traffic inside the boundaries, but there is a large parking lot on the west side
 - There are paved paths throughout the park and around the outside perimeter
 - The playground has synthetic turf that can improve accessibility-but this surface is high maintenance and is also very hot in the summer, so the playground isn't utilized as much because of the heat from the synthetic turf surface
- Overall Rating: 4/5
 - The Board thoroughly enjoyed their visit and audit of Windsor Highlands Park
 - The only thing to improve upon is to diversify the age of trees, which will come as time goes on-some of the trees have been replaced, but there will be additional tree planting efforts in the future
 - The Board was excited about the number of unique species that were planted in the park and supportive of Mr. Kawamura's efforts to push the boundaries and plant new material-this should continue
 - The Board would like to see the following planted: Caddo Sugar Maple, "Decaf" Kentucky coffeetree, additional ginkoes, new oak cultivars, more evergreens?

E. COMMUNICATIONS

1. Communications from Town Staff
No Report
2. Communications from Chairperson and Board
No Report

F. ADJOURN

Ms. Bielawski moved to adjourn; Ms. Wilson seconded the motion. All members voted aye. Motioned carried. Meeting was adjourned at 6:25pm

Submitted by:

Kristy Zulkoski, Administrative Specialist
Park, Recreation, and Culture