

TOWN OF CLAYTON

Regular Meeting of the Green Space Committee Meeting Minutes

September 16, 2010
5:30 p.m. – 7:19 p.m.

8358 County Road T Larsen, WI 54947

I. Call to Order

Called to order at 5:30 p.m. by Chairperson Griffith

Present: Committee Chairperson Griffith, Members Clark, Ihde, Dorow, Johnson, Lettau, and Stanek.

Absent: Member(s)

Staff Present: Town Administrator Johnston, Interim Treasurer Bowen, Public Works Foreman Pamerter

Meeting properly posted; three locations in the Town.

II. Approval of Minutes

- Regular Green Space Committee Meeting – August 19, 2010

MOTION by: Clark, seconded by Johnson

Motion to approve Green Space Committee Meeting Minutes with corrections from August 19, 2010.

Motion carried by unanimous voice vote.

III. Correspondence

- Handout (received 9/7/2010) – Post-Crescent News Record article, dated September 1, 2010, “Fritse Park revamp draws heavy praise”
- Chairman Griffith passed on this section to be brought up later in the meeting.

IV. Business

- C. Landscaping of traffic-control islands at Clayton Park

Chairman Griffith presented a copy of an advertisement of fall sale of Wolfrath’s.

T. Johnson proposed the placing of a sign instead of rock at entrance of Clayton Park. She also suggested placement of various trees within the traffic control islands.

Chairman Griffith expressed his concern for the safety issues of traffic control due to the size (height and width) of the trees. Further discussion was made and the committee concluded that the trees proposed would meet the safety requirements.

Griffith asked about the cost and if R. Johnston would choose the less expensive tree. R. Johnston would like to obtain direction from the Board with regard to landscaping costs. For example, written direction that would allow the acceptance of various trees and would provide the Town Administrator the discretion to purchase the most cost effective variety (cost/appearance/lifespan, etc.).

Discussion continued about the varieties and the size.

MOTION by: Johnson, seconded by Ihde.

Taking into consideration the previously mentioned authority of the Town Administrator a motion to approve the purchase of two white snowdrift flowering crabapple trees to be located in the northwest and northeast islands, one Japanese red maple to be located behind the entrance sign (in the north center island), one blue spruce located at the southern center island and 2 red crabapple trees to be located in the southwest and southeast islands.

Motion carried by unanimous voice vote.

After the motion was carried, the discussion of plants and shrubs was brought up. The understanding of the committee was to wait until spring for those items.

A. Status/Action to date on potential nature park property

Griffith asked do we have a date for the meeting with the property owner.

Does the Town Administrator want to continue to be the lead person on setting up the meeting?

What is the status of the cost analysis that was passed out at the last meeting?

Mr. Johnston will continue to be the lead person for the park analysis. He will get together with the sub-committee and get the form that was provided to them filled out so we can identify the costs involved. At that point the Town Administrator and Ben Hamblin will request a meeting with Mr. Sabee to discuss the appraisal and his value of the property. This information will be presented to the committee for direction at the October meeting.

The appraisal for the property was \$800,000 and the property is still advertised at \$1.26 million.

R. Johnston clarified that the Stewardship fund/grant would pay for 1/2 of the appraised value not half the sale price of the property.

The airport overlay zone requirements were clarified by R. Johnston.

Griffith suggests targeting the park land procurement issue for October meeting.

Ihde asked if the town's purchase offer could be subject to getting the grant. R. Johnston suggested that the grant be applied for and awarded before taking this to the electors. It would be extremely doubtful that the electors would commit to more than 50% of the appraised value.

MOTION: no motion

B. Status of Larsen Road rebuild – Clayton Avenue to STH "76"

1. Greenways Foundation Grant (trail)

Does the grant exist? Yes we have the grant

MOTION: no motion

2. Status of trail installation

The report from the engineer was they expect to be paving in about 3 weeks which puts them a week or two behind schedule.

R. Johnston explained to the committee the condition of the sub grade of Larson road, which delayed construction.

Drainage issues were also discussed.

MOTION: no motion

D. Status of action to improve safety/reduce vandalism at Town Parks/Facilities

September 1, 2010, article in Post Crescent regarding attributes (including safety) at Fritse Park, Town of Menasha

Discussion of security described in the article and how it would benefit our parks.

Griffith asks where the town is on the issue of real vs. fake cameras for a security system.

R. Johnston will be recommending a system that would be more reasonable to our town than the elaborate system described in the article.

Griffith states that it makes a lot of sense to incorporate a system that will help to lessen the vandalism in town.

Ihde asked about the cost coming out of the parks budget

MOTION by: Ihde, seconded by Stanek

Motion to recommend to the Town Board to spend an appropriate amount of money for a camera security system with high resolution that would allow the authorities to identify the individuals guilty of vandalism and criminal offenses against the town properties.

Motion carried by unanimous voice vote.

Johnston stated this will be brought up at the next budget meeting.

E. CY 2011 Budget Year items relative to Town of Clayton Park System

Griffith asked about the goals being used. Clark stated that yes the goals were used. Griffith suggests the setting of the goals for next year.

Any and all funds should be ear marked for a new park.

Maintenance on the Hidden Park Trail would be a priority in 2011.

No equipment or major purchases should be made while the purchase of a new park is being seriously considered.

Stanek stated the linear park needs maintenance and “upgrades” for safety. Johnston addressed several areas in need of improvements including changing the grade in one area that would be considered a capital cost.

Griffith suggests the improvements fall under major maintenance, not capital expenditures. Johnston explains his views on use of the major maintenance vs. capital expenditures.

The upgrades were discussed. Griffith wants a recommendation of the cost and whether to repair or to rebuild. Johnston recommends a degree of comfort to be able to spend \$5,000.

MOTION by: Griffith/Stanek, seconded by Dorow

Motion to investigate opportunities available to the town for maintenance on the Friendship Trail in the area of Rat River anticipating a cost of \$10,000 or less and it will fall under maintenance, not capital expense.

Motion carried by unanimous voice vote.

V. Open Discussion

- Griffith suggests that the concentration of the committee should be on the Sabee land and not do anything new for 2011 besides getting the trail fixed
- Darow asks about shrubberies. Griffith would like to see how trees work first and leave plants for another year.
- When Stanek asked if the committee was taking a proposal to the Town Board in April, Griffith replied that Sabee needs to let us know how much money it’s going to take and decide from there whether to take it to the Board.
- Stanek asked if the committee will need a back-up plan if the Sabee property does not happen. Johnston recommended that the committee decide what more could be done to the existing parks.
- Crushed lime problem – bleachers need to be moved to mow the grass. Johnston suggests poured concrete under bleachers.
- Kiosk concrete discussed.

VI. Adjournment – 7:19 p.m.

MOTION by: Stanek, seconded by Lettau to adjourn

Motion to adjourn 7:19 p.m.

Motion carried by unanimous voice vote.

Respectfully Submitted, Tori Bowen, *Interim Treasurer*