

Attendees: Randy Lee, Ann Allen, Florence Barlow, Dick Dolliver, Nancy Taylor, Jay Melley, Terry Langevin, Lon Pelton, Chuck Drake, Heidi Lindberg, Eric Davison, Kathryn Grimshaw

Regrets: Chris Alford, Linda Alexander, Lisa Bress, Lauren Grimshaw, Bill Schoner, Mike Novak, Kate Lange, Dawn Morgan

Absent: Debby Silliman, Al Boehm, Vivian Cicero, Tim Curtis, Kate Ferris-Morrell, Lesley Morgan-Thompson, Carol MacMullen

The meeting began at 7:05 pm in the Nature Center.

February Minutes were approved unanimously. Thank-you Florence, for agreeing to be assistant Secretary in charge of snail mail.

Treasurers Report: The Friends tax return was filed for 2007. The review document will be completed and available at the May meeting. The only additions in reporting will be accounting for the Gordon Taylor Scholarship Fund balance. The Windsor Federal Money Market account will be maintained for the “restricted money” accountability. Report approved as presented.

Eric Davison, consultant to NWP: Since 2002 when the naturalist position was eliminated, Eric became a consultant to the Park as its’ Naturalist and continues through today. Wildlife surveys and habitat evaluations have been ongoing since 2000. All aspects of the habitat management come under his jurisdiction which includes wildlife inventories.

Of the 500 acres, 100 acres of fields are actively managed. Assistance to Eric can be in the form of invasive species control and wildlife counts. Manpower and equipment are the basic limitations. A generic tractor is not really intended for mowing brush of 4-10 years. Hopefully grants would help us get money to mow the areas our equipment can’t handle. A Hydroaxe can cost up to \$200,000. Rentals can range from \$200-\$300 per hour. Our monies have been paying for invasive inventories. Potential for future volunteer work is the clearing of invasive species.

Initially, up until 2000, annual field mowing was performed. Unique wildlife requires staggered management which has been the goal since. The NWP conservation plan is posted on our web site and a good document to review for current field management. It was funded by the Audubon Grant.

The burn is specifically for one species, the grasshopper sparrow. Once burned it takes 2-3 years for the birds to come back. It is the most unique species at the park. Annual surveys have shown we did not get mating pairs this past year. Thatch builds up interferes with the sparrow walking around on the ground. 50 acres are a minimum and we have 50 acres which results in a marginal site with 2-6 mating pairs of birds annually. Currently NWP is the only preserved public property where these birds nest. There are 5 or less breeding sites in CT. Our birds are tied into the Bradley Field population. Grant funding is always helpful and burn funding is always an issue.

E. Davison, Con'd:

Other things in the works:

- Clear cutting in the northern part just to the left of the old foundation near a deep stream to knock it back and regenerate it. The Fish and Wildlife services has agreed to lend equipment to complete the work. (Recommendation to have an exhibit to explain the process prior to it happening).
- Vernal pool surveys, box turtle surveys, hog nose snake surveys.
- Trying to follow all recommendations in the conversation plan on our web site.

The Pond has been an issue for years, drying up often. There is no artesian well in sand and gravel that goes up to 100 feet down. The original well was to supplement the pond per Lon Pelton. 3 ¼ horsepower pump failed in 2001 and 2002. Kings Mark review team in the 70's verifies that these areas are not suitable for pond use. It's not an appropriate place for a pond. With the proposal, the only frog we would lose is the bull frog. A comment was made to use storm water run off from Lang Road or to pump from the Farmington River. Eric would like a self sustaining natural fix and not a mechanical/maintenance fix. It is thought that the Pond was made with Grants but no paperwork has been found to date to confirm any restrictions. It was the last phase of the development of the Park. Vinyl lining the pond was brought up as another option. Aesthetics were brought up and a pond is thought to be more pleasing than a marsh as an entryway into the Park. This issue will continue with the Pond Advisory Committee. If you are interested, please contact Ford to join. Heidi said she will help look into a Grant for the Pond.

Due to Eric being a contractual employee, please note that all communications to Eric should be done through Ford. Eric sends Ford a summary annually and will forward a copy to the Friends.

The Newsletter is going out. Thanks to everyone who donated materials.

Staff Report: Ford will be having final surgery on March 25th and should be back at the Nature Center by May. We wish him well.

Spring programs include Whose Egg is It?, Earth Day 2008, Goin' Wild Over Seniors, Cub Scout Day and Nature Day Camp.

Jen Filer will be moving to a full time position in the Recreation department and will continue to work at the Park on Ecotourism. Good luck Jen, we will miss you. Interviews are ongoing for a part-time clerical position at the Park.

Ford wishes to thank all those who volunteered for the Advisory Committees: Pond, Organic Garden, Green Team. Carolyn will coordinate the first meetings for those committees.

The YCC applications are at Windsor High School and Loomis Chafee. Some have been received already. Projects will include finishing the Sensory Saunter Trail, preparing the Organic Gardening Demonstration Area for a Spring 2009 opening, and continuing with trail upkeep.

It was a good skiing season generating \$1500. Many thanks to the hard working volunteers.

Staff Report con'd:

The Town Manager is proposing \$150,000 in funding for NWP as outlined in the attached NWP maintenance plan pending approval by the Town Council. The two Tobacco sheds along the north access road will receive new roofs for \$80,000 with the remaining \$70,000 on the prioritized facilities projects to be completed by the end of March.

Ford has been asked to come up with ideas for usage of the two aforementioned sheds with the exception of storage. Please e-mail any ideas to parker@townofwindsorct.com.

Ford will be working with Lisa Bress, Kathryn and Tom to discuss the feasibility of developing a new grade 6 or 7 ecology program that incorporates science, math, and technology. The program will be titled Ground-Truth Connecticut (GTC) and involve radios, GPS systems, a computer lab, internet, Excel and much more. Hopefully this program will go through and generate much needed dollars.

Jeff will be installing two new heavy-duty grills, one at the Warming Shed and one at the Picnic Pavilion. Ford and Jeff are working towards getting a new 12 passenger van used for camp, school and eco-tourism programs. Ford is seeking \$10,000 for the deposit.

Pancake Breakfast: April 5th, 8-11am, \$5 adult, \$3 children under 6. The normal March date falls on Easter Sunday and the following weekend is a Concert weekend. Contact Chuck Drake at 688-1718 or cd7539@earthlink.net to volunteer. Washington Lodge #70 of the CT Free Masons will be there to do the free child identification program in the back room of the nature center. Signs are going up. Are A frame signs viable? A coloring /information sheet is handed out to every child who comes here for the maple sugaring program.

Finance Committee: A summary of the annual Town budget process is attached with suggestions from multiple sources of how we can all work together for the good of the Park. Please provide any additions or comments to Terry at dcmtbl@comcast.net prior to the next meeting.

New Business: Dick has been maintaining trails for 22 years and said the Pond trail is in disgrace. He estimates 3 people are needed for 3 weeks to make repairs. We need to approach Ford to see if this is viable in wetlands. Lon and Dick to get together to visually inspect the area.

Lon belongs to First School Society and stated he missed the meeting when we discussed projects. Lon has all sorts of information on Windsor's WWII lookout tower, along with the actual Tower which is about 10 feet square and 12-14 feet off the ground. It was on Prospect Hill Road. He'd like to see if we could bring it up to the Park into one of the work sheds and eventually display it as a historical exhibit.

Adjournment 9pm

Respectfully submitted,
Terry Langevin, Secretary

Income/Expense Comparison by Category

7/1/2006 through 3/9/2008 (Cash Basis)

3/9/2008

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Category Description	7/1/2006- 3/9/2007	7/1/2007- 3/9/2008	Amount Difference
INCOME			
Div Income	428.46	1,830.45	1,401.99
Dues Income	5,056.00	5,880.00	824.00
Gift Income			
Matching Gifts	612.48	468.74	-143.74
Taylor Scholarship Fund	675.00	400.00	-275.00
Unrestricted Gifts			
Memory of Libby Taylor Account	1,057.00	0.00	-1,057.00
Other Gift Income:Unrestricted Gifts	125.00	3,661.00	3,536.00
TOTAL Unrestricted Gifts	1,182.00	3,661.00	2,479.00
TOTAL Gift Income	2,469.48	4,529.74	2,060.26
Interest Inc	486.39	495.75	9.36
Other Inc	3,879.40	0.28	-3,879.12
Program Income			
Concert Income	7,085.00	5,598.00	-1,487.00
Country Fair Income			
Country Fair Admission	4,000.00	2,100.00	-1,900.00
Country Fair Misc Income	1,040.00	288.00	-752.00
Country Fair-Auction	6,000.00	5,890.00	-110.00
Country Fair-Book Ads	1,810.00	2,050.00	240.00
Country Fair-Tickets	6,600.00	2,739.00	-3,861.00
TOTAL Country Fair Income	19,450.00	13,067.00	-6,383.00
TOTAL Program Income	26,535.00	18,665.00	-7,870.00
TOTAL INCOME	38,854.73	31,401.22	-7,453.51
EXPENSES			
Awards and Gifts Given	202.36	0.00	202.36
Bank Charge	75.00	103.18	-28.18
Computer and Web Site Expenses	200.00	200.00	0.00
Fees and Permits	160.00	175.00	-15.00
Insurance	1,383.00	1,479.00	-96.00
Nature Center Equipment	276.55	0.00	276.55
Northwest Passage			
NW Passage - Postage	53.36	109.14	-55.78
NW Passage - Print	117.50	129.20	-11.70
TOTAL Northwest Passage	170.86	238.34	-67.48
NWP Projects Funded			
YCC	0.00	3,000.00	-3,000.00
Other NWP Projects Funded	5,689.41	11,638.60	-5,949.19
TOTAL NWP Projects Funded	5,689.41	14,638.60	-8,949.19
Postage	0.00	55.89	-55.89
Printing	0.00	64.00	-64.00
Program Expenses			
Concert Expenses			
Concert Misc.	321.00	142.80	178.20
Concert Performer Fee	3,895.00	2,809.00	1,086.00
Concert Sound	700.00	400.00	300.00
TOTAL Concert Expenses	4,916.00	3,351.80	1,564.20

Income/Expense Comparison by Category

7/1/2006 through 3/9/2008 (Cash Basis)

3/9/2008

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Category Description	7/1/2006- 3/9/2007	7/1/2007- 3/9/2008	Amount Difference
Country Fair Expense			
Country Fair Misc.	2,000.00	1,305.37	694.63
Country Fair Supplies	2,795.77	2,350.46	445.31
Country Fair Vendors	5,434.99	4,526.96	908.03
Other Program Expenses:Country F...	0.00	664.19	-664.19
TOTAL Country Fair Expense	10,230.76	8,846.98	1,383.78
TOTAL Program Expenses	15,146.76	12,198.78	2,947.98
Scholarship Fund Payments	5,625.00	0.00	5,625.00
TOTAL EXPENSES	28,928.94	29,152.79	-223.85
OVERALL TOTAL	9,925.79	2,248.43	-7,677.36

Net Worth - As of 3/9/2008:2

As of 3/9/2008

3/9/2008

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Account	12/30/2006 Balance	12/31/2006 Balance	6/30/2007 Balance	12/31/2007 Balance	3/9/2008 Balance
ASSETS					
Cash and Bank Accounts					
Fidelity Investments	45,000.00	45,428.46	45,428.46	0.00	0.00
Webster CDs	21,651.13	21,715.23	22,095.27	22,471.32	22,566.85
Webster MM Savings	-19,345.79	0.00	0.00	0.00	0.00
Webster SB Savings - Sugarhouse	0.00	0.00	0.00	0.00	3,708.65
Webster Small Business Checking	21,752.79	21,677.79	19,779.22	64,934.13	47,283.99
Windsor Federal	0.00	0.00	0.00	0.00	0.00
Windsor Federal Money MArket	6,411.80	6,411.80	6,435.90	6,435.90	20,000.00
Pay Pal	0.00	0.00	0.00	434.63	2,592.82
USPS Postage - Permit	0.00	0.00	269.37	104.34	104.34
TOTAL Cash and Bank Accounts	75,469.93	95,233.28	94,008.22	94,380.32	96,256.65
TOTAL ASSETS	75,469.93	95,233.28	94,008.22	94,380.32	96,256.65
LIABILITIES					
	0.00	0.00	0.00	0.00	0.00
OVERALL TOTAL	75,469.93	95,233.28	94,008.22	94,380.32	96,256.65

Northwest Park Cost Estimates FY09-FY40												
FY	Nat. Center	Ani. Barn	White Barn	Picnic Pav.	Warming S.	W. Garage	Lang H.	Mule Barn	T. Museum	Archives	N. Shed1	N. Shed2
FY09	14400	2400	500	15400	1500	12000	5500	250	600	500	100	100
FY10	7100	400	60000	4000	10500	8250	5100	250	600	500	100	100
FY11	18500	400	500	500	500	250	4500	27750	600	500	100	100
FY12	13400	1200	500	500	500	250	1100	250	600	500	100	100
FY13	2400	400	500	2400	500	250	11500	250	18600	500	40100	100
FY14	10900	400	500	500	750	250	1100	250	600	500	100	35100
FY15	1400	400	500	500	500	250	1500	25250	600	500	100	100
FY16	1400	6400	500	500	500	250	1100	250	600	500	100	100
FY17	1400	400	500	500	500	250	1500	250	600	500	100	100
FY18	2400	400	500	500	500	250	1100	250	600	500	100	100
FY19	4400	400	500	5400	1500	250	1500	250	7600	500	100	100
FY20	1400	400	500	4000	500	250	1100	250	600	19500	100	100
FY21	16400	400	500	500	500	250	1500	5750	600	500	100	100
FY22	1400	400	500	500	4000	250	1100	250	600	500	100	100
FY23	1400	1400	500	500	500	250	1500	250	600	500	100	100
FY24	2900	400	500	500	500	250	1100	250	600	500	100	100
FY25	26400	400	500	500	500	250	1500	250	600	500	100	100
FY26	1400	6400	500	500	500	250	1100	250	600	500	100	100
FY27	1400	400	500	500	500	250	1500	250	600	500	100	100
FY28	2900	400	500	500	500	250	1100	250	600	500	100	100
FY29	4400	400	500	5400	1500	250	1500	250	1600	500	100	100
FY30	1400	400	3000	4000	500	250	1100	250	600	10500	100	100
FY31	16400	400	500	500	500	250	1500	5750	600	500	100	100
FY32	1400	400	500	1500	4000	250	1100	250	600	500	100	100
FY33	1400	25400	500	500	500	250	11500	250	600	500	100	100
FY34	10900	400	500	500	500	250	1100	250	600	500	100	100
FY35	1400	400	16500	500	500	250	1500	250	600	500	100	100
FY36	3500	6400	500	500	12500	250	1100	250	600	500	100	100
FY37	2400	400	500	500	500	250	5600	250	600	500	100	100
FY38	2900	400	500	14000	500	250	2600	250	600	500	100	100
FY39	9400	400	500	14900	1500	5250	5500	250	7600	500	100	100
FY40	6400	400	500	4000	500	250	5100	25250	600	500	100	100
Totals:	195200	59600	94000	85500	49250	32750	86200	96500	52200	45000	43200	38200

N. Shed3	Soc. Shed	Playscape	Park Lots	Grounds	Equipment	Supplies	Totals	FY	Notes
40100	100	550	2100	4000	7000	2500	107100	FY09	Beetle Fumigation, Picnic Pavilion Roof, 1/2 Garage, N. Shed3
100	100	1000	9000	14000	7000	2500	128100	FY10	P. Pav. Stain W. Barn, W. Shed, Garage, Extended Lot & Pond Restore
100	100	100	300	6400	15000	2500	76200	FY11	NC Rugs, Mule Barn Repairs & Staining, Post Lamps, Utility Cart
100	100	100	300	4000	7000	2500	30600	FY12	Nature Center Restroom Remodeling
100	100	100	500	4000	7000	2500	89300	FY13	Lang House Painting, Tobacco Museum Shingling, N. Shed1 Shingling,
100	100	100	1000	4000	7000	2500	63250	FY14	Nature Center Staining, N. Shed2 Shingling.
100	30100	1000	300	4000	7000	2500	74100	FY15	Mule Barn Shingling, Soccer Shed Shingling.
100	100	100	300	4000	7000	2500	23800	FY16	Animal Barn Staining.
100	100	100	200	4000	7000	2500	18100	FY17	
100	100	100	300	4000	7000	2500	18800	FY18	
100	100	100	1800	4000	22000	2500	50600	FY19	Picnic Table, W. Shed Siding, T. Mus. Staining, Mower Replacement.
100	100	1000	1300	4000	7000	2500	42200	FY20	Picnic Pavilion Staining, Tobacco Archive Building Shingling
100	100	100	300	4000	7000	3000	38700	FY21	N.C. Carpet Replacement, Mule Barn Staining
100	100	100	300	4000	42000	3000	56300	FY22	Warming Shed Staining, Park Truck Replacements
100	100	100	300	4000	7000	3000	19200	FY23	
100	100	100	2200	4000	7000	3000	21200	FY24	
100	100	1000	2200	4000	7000	3000	46000	FY25	Nature Center Roof Shingling.
100	100	100	300	4000	7000	3000	23800	FY26	Animal Barn staining.
100	100	100	300	4000	7000	3000	18200	FY27	
100	100	100	300	4000	15000	3000	27300	FY28	Zero Turn Mower Replacement
100	100	100	300	4000	7000	3000	28100	FY29	Picnic Table replacement.
100	100	1000	2100	4000	7000	3000	36500	FY30	Sawdust Vacuum, Pic. Pavilion Staining, Archive Air Cond. Replace.
100	100	100	1300	4000	7000	3000	39700	FY31	Nature Center Rug Replacement, Mule Barn Staining.
100	100	100	300	4000	7000	3000	22300	FY32	Warming Shed Staining, Park Truck Replacements
100	100	100	300	4000	7000	3000	53200	FY33	Animal Barn Shingling, Lang House Painting
100	100	100	200	4000	7000	3000	27200	FY34	Nature Center Staining
100	100	1000	300	4000	52000	3000	80100	FY35	White Barn Shingling, Tractor Replacement.
100	100	100	300	4000	7000	3000	37900	FY36	Animal Barn Staining, Warming Shed Shingling.
100	100	100	300	4000	7000	3000	23300	FY37	Lang House Partial Shingling.
100	100	100	300	4000	7000	3000	34300	FY38	Picnic Pavilion Shingling,
100	100	100	2100	4000	7000	3000	59400	FY39	N.C. Air. Cond. if needed, Pic. Pav. & Garage Shingling, T.M. Staining
40100	100	1000	1300	4000	7000	3000	97200	FY40	N.C. Furnace if needed, Pic. Pav. Staining. L House & Mule B. Shingling
									Also, N. Shed 3 Shingling.
83200	33200	9950	32700	140400	335000	90000	1512050		

3/10/08 TOWN BUDGET PROCESS OUTLINE

Prepared for the Trustees of the Friends of Northwest Park

Finance Committee Report

December Friends/Park Staff “informative” presentation to Council summarizing prev. yr.
(Friends President/Park Manager)

December/January Friends/Staff work to agree on Park budget support (Finance Com. Head)

January Each Town Department Manager submits a preliminary budget to the Town Manager

February 1st week Town Manager prepares Town Budget for Town Council based upon input.

February Informal communications between Town Council and Town Manager
President of Friends to communicate in writing to the Town Manager and Town
Council of our support for the Park Budget items.

March Anyone can go to Town council meetings on the 1st or 3rd Mondays and utilize the
public speaking time at 7pm to make a case for any issue they wish. The President of
the Friends should make an appearance during this month to support Park items.

At this time, Trustees should contact Council members they may know regarding the
Supported items. Contact can be personal contact, e-mails via the Town website or
Written communications which get distributed weekly to the Council mailboxes.

April; first Monday The Town Manager officially presents the budget to the Town Council. The
Town Council has all of April to deliberate and provide amendments and “adopting” the budget
officially by the end of the month.

Notes:

This does not cover the Capital Expenditure Budget.

The Lang Road improvements have been approved and will be started soon.

*There is a strong ongoing maintenance need for the Park. A plan is in place and will be discussed
at a future meeting. The maintenance needs have been clearly presented to the Town
Management.*