

Minutes of the Perry Park and Open Space Committee
Town of Perry, Dane County, Wisconsin
March 16, 2017

1. The meeting was called to order by chairperson, Lynette Gebben, at 7:00 p.m. Attending were Gerhard Leutschwager, Jeff Kahl, Doug King, Michele Kittleson and Town Board Supervisor, Mick Kennedy.
2. Gerhard moved to approve the minutes of 2/16/17 meeting. Doug seconded and the motion carried.
3. Report was presented by Doug regarding March 14, 2017 Town Board actions on Perry Parks and Open Space Committee (POSC) requests:
 - Addition to Town of Perry Park sign – the Town Board approved; Mick will prepare a Certificate of Appropriateness and combine all Town Board approvals of Committee requests that need a certificate into one Certificate of Appropriateness.
 - Daleyville Park entrance sign – the Town Board approved; POSC to discuss at next POSC meeting, decide on design and cost estimate and come back to Town Board with specifications and cost estimate.
 - Park Informational Marker revisions – the Town Board approved; Mick will make revisions to Park Plan and reorient marker; Lynette will generate scan code for www.friendsofperryparks.org and PayPal. Doug will send Lynette the Friends PayPal link to use for the scan code.
 - Lawrence University Burial Survey Cooperation – the Town Board approved and will send cooperation letter to HLCPA.
 - Park entrance marker East of County Z and pedestrian crossing sign – the Town Board approved; POSC will consider design and estimate and next POSC meeting and come back to the Board with design and estimate. Doug will get crossing sign sample from Royce.
 - Picnic table – the Town Board approved; POSC will decide on style options that keep a low profile consistent with previously recommended Leopold style benches at next POSC meeting; Mick will prepare Certificate of Appropriateness for picnic table and Leopold benches.
 - Park brochure – the Town Board approved; the Committee will review, decide on format and language at next meeting and come back to Town Board with the final language.
 - Brochure holder – the Town Board approved; Lynette and Gerhard will locate heavy duty vandal proof holder samples and bring to next POSC meeting for approval; Royce will install.
 - Marketing of park – the Town Board approved; all POSC members will contact and post to as many travel and marketing venues as possible including Wisc. Dept. of Tourism, Travel Wisconsin, Escape to Wisconsin, Chamber of Commerce [Doug King is taking care of this one], Trollway Visitor Guide [Doug King], Norwegian Heritage Center in Stoughton [Doug King], Trip Advisor, Sons of Norway etc. and continue until POSC runs out of places to market the park.
 - Historical Marker – the Town Board approved; POSC members will review sample and decide at next POSC meeting and come back to Town Board with final language; Doug King will do the applications to State Historical Society and Dane County in meantime so the casting can get onto their schedule.
 - Posting of Town park rules in Daleyville Park – the Town Board approved; POSC to review rules, decide on final at next POSC meeting, and come back to Town Board with language, including prohibition of drones.
 - Names in Memorial Circle – the TB approved. The Town Board will take under advisement and address the question of names when time comes.
 - Memorial Circle construction with Town equipment, Town labor and equipment, Friends of Parks of Perry and volunteers instead of bidding – the Town Board approved. POSC work on bidding specs is cancelled and project will be turned into a community effort.

End Of Report Of Town Board Actions On POSC Requests.

4. Doug moved to request the Town Board to approve the solicitation of charitable donations and naming opportunities inside the Historic District Park by the Perry Fundraising Coordinating Committee for Memorial

Circle pavers, flat markers, benches, picnic table, sites, trails, tree planting, points of interest and similar opportunities. Gerhard seconded and the motion carried.

5. Doug moved to request the Town Board approve obtaining bids for grading work in areas as shown on the Historic District Park Plan dated April 6, 2016, as one of the elements on page 1 of the revised Town of Perry Application for a Certificate of Appropriateness, submitted April 14, 2016 and resubmitted and approved by the Historic Preservation Commission on June 9, 2016, and to schedule the grading work as sufficient funds become available in four areas of the park:
 - grading the old field road, old building site and removal of culvert;
 - grading the tree line west of Historic Site including tree removal;
 - grading the old cattle trail by parking area;
 - grading the northeast fence area
 - but not fully complete grading work in areas that could disturb possible burial sites that may be identified by the Lawrence University Burial Site Survey of the Historic Site and Historic District Park

This motion was tabled until a future meeting.

6. Doug moved to request the Town Board approve the POSC's planned cutting, removal and planting recommendations for the Savanna Oak Opening as one of the elements on page 2 of the revised Town of Perry Application for a Certificate of Appropriateness, submitted April 14, 2016 and resubmitted and approved by the Historic Preservation Commission June 9, 2016. The language for this request will be finalized at the next POSC meeting. Gerhard seconded and the motion carried.
7. Lynette moved to contact the Friends of the Parks of Perry to assist with the removal of trees marked by POSC [in pink] and ask by when this could be completed. Jeff seconded and the motion carried.
8. Tabled the discussion of trees to be planted for future consideration.
9. Presentation by Mick Klein-Kennedy regarding Memorial Circle pavers and flat markers. Mick presented several physical samples of pavers with which he has experience as a professional landscaper in projects including the well-known Monona Terrace pavers. He gave the POSC a "Step by Step Guide to Engraved Fundraising Projects" produced by Pechman Memorials Inc. and recommended coordination with the Fundraising Coordinating Committee. Lynette is on the FCC and will provide the interface.
10. Doug moved to provide the following advice to the Historic Preservation Commission in answer to their questions about the memorial circle pavers: The pavers would be (1) sourced in Wisconsin to honor local business and engraved by Pechmann Memorials Inc.; (2) no less than 12 X12 inches and 4 inches thick to make them difficult to remove for security; (3) vary in size to allow for various levels of donations; (4) vary in color to blend into the landscape so as not to look massive; (5) routed deeply rather than stamped or lightly engraved for longevity; (6) used for the purpose of name recognition only with no other messaging. Jeff seconded and the motion carried.
11. Doug moved to provide the following advice to the HPC in answer to their questions about their previous approval of flat markers in the park: The flat markers in the park would be exactly the same pavers as the pavers used in the Memorial Circle to ensure visual continuity in the park. Gerhard seconded. Carried.
12. Doug moved that Committee members will consider what should be engraved in a Memorial Circle center stone, discuss and decide on it at the next PSOC meeting, and communicate that to Mick who will arrange for a free sample engraving by Pechmann Memorials Inc to be presented to the Historic Preservation Commission in a Certificate of Appropriateness Application prepared by Mick.
13. Lynette announced she has asked Doug to do POSC reporting at Town Board meetings and Doug has agreed.
14. Lynette announced she will be stepping down as Chair when her term is up in June, 2017, but will continue to remain on the POSC after that. A new Chair will be elected at that time.
15. Lynette commented that she would like to see some community socials held at the Town Hall. She also is looking for a date for the next Town of Perry picnic. It could possibly be scheduled for September 9th or 10th at the Daleyville Park. She will post information on the Next Door Neighbor site.
16. The next meeting will be April 6 at 7 pm. The backup date is April 10th.
17. Doug moved to adjourn. Jeff seconded. The meeting adjourned at 8:30 pm.

Respectfully submitted,
Michele Kittleson