

**Town of St. Johnsbury
Beautification Committee
Meeting Minutes**

**April 17, 2024
St. Johnsbury Town Offices, 3rd Floor**

Committee Members Present: Tara Holt, Jim & Lorrie Brown, Heather Alger, Diane Cummings, Gena Glidden

Ex-officio: Gillian Sewake (Discover St. Johnsbury), Cathy Hughes (Department of Public Works)

1. Open Meeting: Meeting called to order at 11:09am
2. Appointments:

Several committee positions need to be filled: Chair (role is to schedule meetings and set agenda, post minutes, and communicate with town leadership) Vice-chair (fill in for the chair as needed), Secretary (record minutes). The committee decided to re-name the secretary position to Clerk.

Jim nominates Tara Holt as Chair. Diane seconds. Jim nominates Gena as Vice-chair. Tara seconds. Heather nominates Gillian as Clerk, Tara seconds. The committee voted on all three nominees as presented with unanimous approval.

3. Review Budgets:

YTD numbers weren't provided in advance, so Tara needs to request that from the Town.

Discussion of several estimates provided for upcoming projects:

- Gena presented her cost estimates for the projects she manages on medians and in several parks: summer annuals estimate \$366 and fall estimate \$396.
- Tara estimated that she spends around \$1,000 (inclusive of soil) for the large planters.
- Mulch expenses for 4 Seasons Park are estimated to be around \$300. Discussion of the quality of mulch from Kirby Mulch, and need to verify quality after issues in years past.
- Arnold Park budget is TBC.

4. Spring Projects:

Discussion of Pearl Street brick paver project, which will be replacing the garden beds at the top of the parking lot retaining wall. Cathy will check with DPW to see what the timing is for that project, but assumption is that it won't be until the fall. Jim will follow up on mulching and dog waste cleanup in that area in the meantime, either with support from DPW or St. J Academy students.

Discussion of Main St. Park and Welcome signs landscaping.

Jim has placed an order with Kingdom Gardens for flowers to go in the hanging baskets along Eastern Ave, at the Welcome Center, and for Depot Sq. Park. Discussion of watering for the hanging baskets, which need to be done every day. Kingdom Gardens has been contracted to cover basket watering, for \$4,000.

DPW will be covering watering for the downtown planters Monday through Friday through a contract with Upward Bound students.

Cathy will confirm if DPW will be reseeding the sand at 4 Seasons Park.

Other projects discussed: Hastings Hill triangle, Trailhead Pavilion (will need mulch and weeding), Ramsey Park (has not been maintained in some time), weeding around the Farmers Market parking lot.

Gillian will take Kim's spreadsheet and adapt it to reflect current projects. This will need to be reviewed by the committee to make sure nothing is missing.

The big planting and spring maintenance week will occur before Friday, June 1 (St. J Academy reunion weekend).

- Tara will plan the 8 large planters downtown.
- Heather, with help from Diane, will plant the 6 (?) self-watering planters, using the same flowers and color scheme as Tara's.
- Discussion of the Canna lilies, from Mill Gardens in NH.
- Tara will reach out to the Hub to see if additional volunteers can help with the tasks above.

5. Fall & Winter Projects:

Tabled.

6. Other Business:

Gillian mentioned an idea to explore, if the Beautification Committee thinks it's advisable. Many BC's fall under the purview of their community's downtown organization rather than the town. Gillian has not broached this with the Discover St. Johnsbury board, but would be willing to host the committee, as long as the BC and the Town are willing. General discussion of the pros and cons.

7. Adjourned: 12:02pm