

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

**July 2, 2024
St. Johnsbury Town Offices, 3rd Floor**

Committee Members Present: Tara Holt, Jim & Lorrie Brown

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

1. Open Meeting: Meeting called to order at 11:09am
2. Agenda Changes: None
3. Public Comment: None
4. Approval of Minutes from 04/17/2024: Approval tabled until the next meeting.
5. Set calendar of meeting dates for next fiscal year:

Meetings going forward will be quarterly on the second Tuesday at 11am. Dates are:
October 8, 2024
January 14, 2025
April 8, 2025
July 10, 2025
October 14, 2025

Tara will confirm with Rachel that the Town conference room is available for these dates and times.

6. Review costs incurred for spring planting activities for 2024:

Tara will ask Chad to meet and talk about the available budget for Beautification. They will bring numbers to the October meeting, to begin the budgeting process for next year.

Jim saw that the current budget lists \$18,000 for beautification.

7. Plan for summer/fall maintenance needs or projects:

Discussion of hanging baskets and the \$4k annual cost. Lorrie suggested researching whether silk arrangements would be more cost effective and long-lasting. Cathy suggested that spray polyurethane can help them last too. Lorrie and Jim will do a test arrangement to see how it wears over the course of the year. Tara asks that the committee research options for durable and affordable planter and basket options as well.

Discussion of sand patches at the Four Seasons and Portland St parks where the “rinks” were – they will need to be reseeded.

Tara and Jim will work on pruning the Korean lilacs in 4 Seasons Park. Tara will need help cutting down a tree that’s growing out of one bush. To make requests of DPW for maintenance projects, email Steve and cc Cathy.

Discussion of downtown weeding. Gillian will put out a call for volunteers to address weeding on Railroad, Eastern, and Main Streets, and in parking lots. She will send it to town community Facebook groups to energize positive engagement.

8. Plan for fall/winter seasonal plantings:

Discussion of mums/fall decorations. This hasn’t been done for the past few years, as the summer planters have continued to look nice well into the fall.

Discussion of winter trees & garlands. Cathy will check if the trees in whiskey barrels cause DPW any concerns with winter plowing. Cathy will ask how many whiskey barrels are available too. Tara will be purchasing garland cut to size this year, and will be researching options (Grimes or Finnigans) to see which supplier can prepare them to the size we need.

9. Other Business:

Jim suggested emphasizing communications to manage an effective committee.

Gillian wondered whether recruiting for more beautification members could be helpful. Ideas include asking volunteers who show up for weeding projects, or doing a Caledonian Record article.

10. Adjournment:

Tara entertained a motion to adjourn. Jim moved. Lorrie seconds. Unanimous approval. Meeting adjourned at 12:04pm