

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

**October 21, 2024 at 11:00am  
St. Johnsbury Town Offices, 3<sup>rd</sup> Floor**

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

Ex-officio: Gillian Sewake (Discover St. J), Steve Beauregard (Dept. of Public Works)

1. Open Meeting: Meeting called to order at 11:05am
2. Agenda Changes: None
3. Public Comment: None
4. Approval of Minutes from 07/02/2024: Heather moves, Jim seconds, unanimous approval.
5. Holiday Decorating tasks, budget, ordering

Tara would like to get garland cut to size. Gillian will see if the Beautification binder is in her office to find the lengths previously ordered. Steve will call Grimes to ask about pricing for cut-to-order garland. Steve will confirm how many whiskey barrels are still available for the downtown trees.

The committee will need to finalize the order this week, either from Grimes or Finnegans, to meet holiday deadlines.

DPW will hang lights, garland, and wreaths. They would like to pick up the lights and the materials November 21 or 22. They are targeting the Monday, Tuesday, or Wednesday the week of November 25<sup>th</sup>, although this is weather dependent.

Beautification Committee will continue with the winter trees. Volunteers need to be identified to “plant” the trees in the whiskey barrels.

Gillian will continue the practice of decorating the Welcome Center porch with the winter forest scene, and similar for the interior. This will also take place the week before Thanksgiving. Heather offers to help with this, and Tom Turek has supported the project in the past.

Steve will follow up on the timing of picking up the downtown planters.

For fall cleanup, Jim & Lorrie will be cleaning up the flower beds in Depot Square. For Halloween preparation, DPW will work on leaf blowing in the Four Seasons/Main St. area.

Street sweeping has been pushed as a priority due to flood road repair needs, but will take place before the snow falls.

#### 6. Set Spring Calendar

Hanging baskets: Jim will talk to Kingdom Gardens to renew their contract, for 13 hanging baskets for Memorial Day through Indigenous People's Day. He will switch up the colors to further set off the downtown landscape.

Jim will ask Kingdom Gardens about what it would cost to do the watering for the planters on Railroad & Eastern as well.

For planting purchases: Aubuchon provides the town a discount. Other places flowers have been purchased include Grimes, Kingdom Gardens, etc.

#### 7. Macro Projects list and timeline

Tara hasn't met with Chad to talk about the overall Beatification budget yet. She will try to schedule a time with him again.

Pearl Street project has not begun – possibly in 2025.

Summer weeding – DPW is going to try to budget for a summer assistant to weed-whack throughout the town in the summer. Steve is looking to get one of his staff certified in use of herbicides, which would require public notification.

Tree pruning – DPW has been doing some every year.

#### 8. Public Outreach

To get some more volunteers, the committee will do some public outreach. Tara will follow up via email on what method this will take.

#### 9. Other Business

Discover St. Johnsbury will be working on a project to replace the four gateway Welcome Signs, with the Town, DAC, and with public input on the sign design.

Discussion of Fred Mold Park flood impacts and work. DPW will support fixing the leaning flagpole.

Next meeting at 11am, Tuesday, January 14, 2025. Gillian will send a calendar invite for the meetings scheduled quarterly through October 14, 2025.

#### 10. Adjourn: Lori moves to adjourn. Jim seconds. Unanimous approval. Adjourned 12:06pm