

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

**January 14, 2025 at 11:00am  
St. Johnsbury Town Offices, 3<sup>rd</sup> Floor**

Committee Members Present: 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 11:03am
2. Agenda Changes: None
3. Public Comment: None
4. Confirm officers:

Jim expressed willingness to serve as chair. Lorie nominated Jim for the chairship. Gillian seconded. Unanimous approval. Other officer positions remain the same: Gena will be vice-chair and Gillian will serve as clerk.

Jim will reach out to Tara to pick up the beautification folder with historical documents.

5. Approve minutes of October and November 2024 meetings: Gena moved to approve both sets of minutes. Lorie seconded. Unanimous approval.
6. Holiday Decorating tasks:

DPW did an amazing job doing the garlands and trees. The committee commends them for their work!

For next year, the order can stay the same. The garlands cut to size worked well, and we will continue with the trees and wreaths.

The committee discussed purchasing LED battery-powered lights on a timer to decorate the trees next winter. This will be discussed in the fall when the order is placed for the greens.

The Welcome Center porch and interior decorations went well.

7. Spring Planting:

The committee reviewed the spreadsheet sent by Gillian and made several adjustments to make it more accurate. Discussion of roles:

- Gena will continue as usual with her areas.

- Jim & Lorie will continue as usual with the Pearl St. & Depot Square plantings.
- Jim will ask Tara if she will continue working on Four Seasons park.
- Kingdom Gardens will cover the hanging baskets, and watering. Jim will follow up to confirm the contract and planter capacity for their estimates.
- Gillian will take responsibility for the downtown planters. She will need help, and will look for volunteers.

The week before, and of, Memorial Day will be the big week to get everything ready for the Academy Alumni Weekend (first weekend of June) and the summer.

Gillian will update the spreadsheet with the changes and send them to the committee.

8. Recruitment methods & means:

Jim made a pitch for volunteers at the Discover St. J holiday mixer.

Gillian and Jim will work on a recruitment post for social media, which they will ask Rachel Waterhouse to share.

9. Other Business

We will extend future meetings to 1.15 hours to have enough time for thorough discussion.

The committee meetings are scheduled for the end Tuesday of April, July & October at 11am, at the Town conference room.

10. Adjourn: Gena moves to adjourn. Lorie seconds. Unanimous approval. Adjourned at 12:06pm.