

ENFIELD BEAUTIFICATION COMMITTEE
Tuesday, March 12 @ 7:00 pm
Enfield Department of Public Works Building
40 Moody Road, Enfield

RECEIVED
ENFIELD TOWN CLERK

2019 APR 12 PM 4:42

MINUTES OF A REGULAR MEETING

ROLL CALL

Present for the meeting: Darren Ketchale, Roberta Ladd, Deborah Gaskell & Meghan Mosher

Absent: Timothy Norris

Also Present: Daniel Edwards Asst Director of Public Works and Alexis Nai Recording Secretary

CALL TO ORDER Darren Ketchale called the meeting to order at 7:02 PM

APPROVAL OF MINUTES March 4, 2019 - Mrs. Ladd motioned to approve the minutes of March 4, 2019, Ms. Mosher seconded the favor (4-0-0). The minutes were approved.

OLD BUSINESS:

Community Map Project- Display Update

Map stand – Mr. Ketchale asked if anyone did some research on a map stand. He showed a map stand that he was able to find. The committee agreed it was perfect for what they were looking for.

Ms. Gaskell noted that she came across two map display companies, but noted she only found upright signs.

Mr. Ketchale noted it was the same website, www.displaysforsale.com

Mrs. Ladd questioned how tall it was.

Mr. Ketchale noted that it is 3 feet high.

Mrs. Ladd questioned if there was a taller sign.

The Committee discussed completing the project in July with the new budget because they don't have the funds to do exactly what they wanted.

Adopt a Spot- Update

Ms. Gaskell noted there were 7 responses to the Adopt a spot letters. Six people responded they will continue to maintain their Adopt a spots and a non-profit organization requested to discontinue due to insurance purposes.

Mr. Ketchale stated as a volunteer on behalf of a non-profit organization, there are safety requirements for insurance purposes.

Mrs. Ladd noted that some non-profits might be a bit different than volunteering for employee insurance.

The Committee reviewed the Adopt-A-Spot participant awards Mr. Ketchale put together.

Ms. Gaskell noted she requested additional information on the Town's liability coverage for the Adopt a spot program back in November. She wanted to ensure that the notice wasn't overridden by the Committee guidelines, but doesn't have the information yet.

Ms. Gaskell noted they are scheduled to go to the Town Council meeting next week. She is still revising the map to reflect the most feasible open locations.

Mrs. Ladd noted that the Garden club will definitely come to the Town Council recognition.

Ms. Gaskell noted she envisioned verbally recognizing the folks that can't come.

Ms. Gaskell wants to promote the Adopt a spot at Clean Sweep and have the paper work available to sign up for Adopt a spot right then and there.

Ms. Gaskell explained the Adopt a spot sites to Ms. Mosher. There are some locations that aren't clearly active but the Committee doesn't have updated contact information. The Committee discussed monitoring through this next growing season to see who is still taking care of the locations.

Ms. Mosher noted she was thinking having an Adopt a spot near the center she runs for the kids to garden.

The Committee noted it needs to be town/property that is safe.

Ms. Mosher discussed the boat launch as a potential area. Ms. Gaskell noted that she and a previous member thought the boat launch would be a great area.

The Committee discussed creating adopt a spot opening signs for the locations currently not being maintained by anyone.

Mr. Edwards stated they could create them through the town.

Ms. Mosher noted she can put together a sign.

Mr. Edwards will contact Ms. Anderson to find the number to put on the Adopt a spot signs.

Budget

Mr. Edwards noted that the Council decided there won't be any percentage increases. The Committee needs to propose a more itemized budget for the following year.

The Committee discussed the budget for the upcoming year. They requested to add two map cases in the historic area for \$1000 each and allocate \$1500 to the Garden Club, Recording secretary fees \$1,000, The Flags \$375 and Clean Sweep \$1,200 for t-shirts and supplies.

Ms. Gaskell questioned what adopt a spot costs we might incur going forward.

Ms. Gaskell noted advertising signs, frames for certificates, advertising. The Committee agreed \$200 should be enough to cover the costs.

Mr. Ketchale questioned if they are able to but in for a project that is to be determined.

Mrs. Ladd recommended ordering similar benches that the committee paid for in prior years.

Ms. Gaskell noted the Lutheran church requested a bench at their Adopt spot since they are physically bringing water to the place and need a place to rest.

The Committee discussed other options for 2019 and 2020 projects.

Ms. Mosher recommended the book donation cases near the fire department.

The Committee discussed possibly installing benches at Freshwater pond.

Ms. Gaskell noted that the current anticipated expenses are \$6,300 for 2019-/2020 fiscal year.

The ongoing expenses are \$4,300 to maintain the committee's annual initiatives that have been in place since the committee was created. In order to be productive, the committee needs additional funding to complete projects.

The Committee discussed reaching out to the new town manager and council liaisons to help support their agenda and projects for current and budget funding.

The Committee agreed to strategize their budget planning for futures years starting October/November to have a plan to present for January.

Clean Sweep

Mr. Edwards noted that Mr. Ketchale stated Clean Sweep was starting at 10 but the flyer stated 10:30.

Mr. Ketchale clarified that it will start at 10:30 but volunteers will be there at 10:00.

Ms. Mosher gave an update on the t-shirts and stated that the proposed colors did not look good with the design and will pick a new color for the shirts for next year.

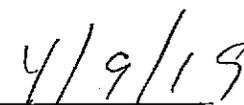
Mr. Ketchale spoke with coaches and athletic directors and there should be a good following out there this year.

ADJOURNMENT

Ms. Gaskell motioned to adjourn at 8:20 PM, Ms. Mosher seconded the motion. All were in favor (4-0-0).



Tim Norris, Chairperson



Date