

TRUMBULL BEAUTIFICATION COMMISSION
MINUTES – May 26, 2009

PRESENT: Sharon Altieri, Ken Martin, Liz Nugent, Patricia Pavia, Debi Miller

ABSENT: Elizabeth Casey, Patricia Wright, Bob Marconi

The meeting of the Trumbull Beautification Commission was called to order at 7:00 p.m. by K. Martin. Attendance was noted and a quorum was had.

READING AND ACCEPTANCE OF MINUTES: The minutes of the April 28, 2009 meeting were discussed. D. Miller motioned that the minutes of the April 28, 2009 meeting be accepted as presented. P. Pavia seconded the motion and it passed unanimously.

FINANCIAL REPORT: The Financial Report was reviewed. There was not a lot of change in the accounts from last month. It was asked as to whether the monies in these accounts could be put in a money market or accessible CD in order to possibly collect some interest. Years ago this was not something that could be done, however K. Martin will check with the finance department and others at the Town Hall to see if this could be done.

GUIDELINES REVIEW: D. Miller handed out binders for the new "Adopt-A-Spot" guidelines. She noted that Deborah Cox would like a finalized copy for UnitedHealthcare. These guidelines, once finalized, will also be available via email. It was also suggested that maybe the written copies be put in spiral binding rather than a binder for easier storage.

The Pledge and Renewal documents were discussed. Most all permits will renew at the end of the year, save Long Hill (now that they have 2 areas) and Vazzy's. It was decided, too, that if two spots are adopted by one sponsor, that a \$50.00 renewal fee would still be required for each area.

It was decided that in September, the Commission should send the sponsors a letter with the new guidelines, to thank them for their support and compliment them (if appropriate) or suggest improvements to their area (e.g., may need a new sign; additional plantings, etc).

K. Martin will follow up with Sign Maintenance as they were going to forward a sample of the sign to be used within the Town (similar to Tarantino's sign) and that has not been received as of yet. Once received, it will be placed in the in the binder. He also has a sample of the state sign to be used and he will email that to D. Miller for inclusion in the binder. P. Pavia also has the state regulations, which she will provide as well.

Regarding the application procedure page in the binder, the statement to provide landscaper insurance was deleted. It was agreed that this statement does not have to be included in the application sheet, but that this information must be provided to the Commission prior to final approval of any plan being made.

The members reviewed a List of Possible Spot locations which was located in the front of the binder. She indicated that we have a verbal commitment from Jim Barnes of the State for all of the permit applications we submitted. It was noted that the Marriott has now taken three spots. They should also

receive the pledge for signature. D. Miller suggested that all members review the list and provide their evaluation of the areas at the next meeting. It was also suggested that once the guidelines are complete, that Ray Baldwin, Deborah Cox, the Parks Department and the Public Works Department receive a copy. It was also suggested that the documents be made available on the Town Website.

RAMP/MAINTENANCE UPDATE: P. Pavia indicated that she forwarded a possible planting design to Deborah Cox, at her request, to be submitted to UnitedHealthcare for their consideration. K. Martin questioned why this was done and P. Pavia indicated that since the area they are considering is the commuter parking area at the intersection of Rt. 25/111 and as the Commission agreed that all commuter parking lot locations should have the same landscape design as the one in front of Christian Heritage School, she forwarded the design.

K. Martin indicated that he spoke with Warren Jacques who inquired as to the island on Churchill Road and Rt. 1127 (the asphalt island). This area was grandfathered in and was the area which Long Hill Deli (formerly Marty Kanes) was interested in. They are not interested in it now, and K. Martin inquired as to whether Tony Autori would be interested, as he had been interested in the area in the past. D. Miller indicated that if the town removed the asphalt, being that it is a small area, the Trumbull Community Women might be interested in the area. If they are not, then the Commission may sponsor the area.

TOWN HALL MARQUEE: K. Martin stated that the final estimate from Sign Maintenance was \$3,500 for which the Commission allocated \$3,000. He spoke with Dmitri Paris to see if his department could make a donation for the balance of the \$500 due. Mr. Paris indicated that since the Town has decided to take over the plantings at the commuter parking lot near Christian Heritage school, that he would be able to put up a sign in that area, which sign would include the Trumbull Beautification Commission name on it. Therefore, the Commission would not have to expend money for the sign and could utilize those funds for the balance due for the marquee work. D. Miller motioned that the Commission allocate an additional \$500 for the Town Hall marquee project for a total of \$3,500.00. P. Pavia seconded the motion and it carried unanimously. It is hoped that the marquee will be completed by July 4th.

BEAUTIFICATION AWARDS/REDESIGN:

S. Altieri provided examples of Award designs. All of the members present selected one design. The Kousa dogwood will be utilized in place of the picture presently on the sample. It was also suggested that there be an additional area for the First Selectman to be able to sign the award.

D. Miller also passed around a sample brochure regarding the award program, which can be put at various locations in town including the library, town hall, etc. This way, people could nominate others for a Beautification Award. Inquiry was made as to whether the Commission could have its' own website for this purpose and S. Altieri will investigate that. D. Miller will wordsmith the document for review again. She did receive a price for printing the brochure once finalized. \$93.00 for 500 and \$160.00 for 1,000. P. Pavia motioned that the Commission approve a sum of \$160.00 for the printing of the new Beautification Award pamphlets. L. Nugent seconded the motion and it carried unanimously.

D. Miller also provided a nomination of the Pateracki family of 13 Paulina Place for their landscape and renovation design. This property was nominated by their neighbor. Once the new award is finalized and printed, an award will be given.

SCENIC ROAD UPDATE: None

NATURE CENTER UPDATE: None

OLD BUSINESS:

P. Pavia indicated that back in 2007, the Commission authorized \$500.00 for the planting of a butterfly garden in Margo Tellalian's memory. That garden has been planted, however a plaque has yet to be placed in the area. She will review the records to determine the amount authorized for that plaque, however it is believed \$300 was authorized. We will discuss at the next meeting.

NEW BUSINESS:

K. Martin suggested that D. Miller submit a reimbursement statement to the Commission for the supplies she has utilized in the preparation of the Adopt-A-Spot guidelines (binders, etc).

P. Pavia indicated that she spoke with Jim Barnes with regard to the possibility of planting beach roses behind the guardrails on some of the state owned areas. These roses are compact, thorny, bloom from Late May to October and thrive in sandy soil. Rt. 111/25 intersection has guardrails and would be a perfect spot for this planting. She will investigate this further and provide more information at the next meeting.

P. Pavia motioned that the meeting be adjourned. S. Altieri seconded the motion and it carried unanimously. The meeting adjourned at 8:45 p.m.
Respectfully submitted,

Joan Butler, Clerk