

Minutes
Regular Meeting of the
Aberdeen Appearance & Beautification Commission

March 12, 2019
Tuesday at 12:00 p.m.

Town Hall Conference Room
115 N. Poplar St.

The Aberdeen Appearance & Beautification Commission (ABC) met on Tuesday, March 12th, 2019 at 12:00 p.m. for a special called meeting. The meeting was held in Town Hall. Members Present were Chairperson Janet Peele, Dene Moon, Eleese Goodwin, Teressa Beavers, and Amanda Robbins. Members not present were Eldiweiss Lockey and Dale Streicker. Staff members in attendance were Senior Planner Kathy Blake, Planning Director Justin Westbrook, and Administrative Assistant Megan Henderson. Lunch was provided by the Town. Citizen present was Sarah Ahmad.

1) Call to Order

Chairperson Peele called the meeting to order at 12:10 p.m.

2) Approval of Minutes for
a. February 19, 2019

A motion was made by Ms. Moon, seconded by Ms. Goodwin, to approve the minutes from the meeting on February 19, 2019. Motion unanimously carried 5-0.

3) Planning for Landscaping Beds and Planters

a. Status on recommendations for preferred plantings & quantities – Amanda Robbins & Janet Peele

Ms. Robbins showed pictures of various bed locations around the Town. There was some discussion about their current conditions, dimensions, and suggestions for what to put in them.

There has been no progress since the discussion of fixing up the sign at Town Hall. Ms. Robbins suggested adding landscaping across the sidewalk from the Town sign. Ms. Peele agreed that could be done.

Ms. Moon asked how often the beds are updated. Ms. Peele stated they are updated every season.

Ms. Beavers asked if anyone had approached the owner of the store that is placing chairs in the flower bed. Director Westbrook stated staff is in contact with the property owner. Ms. Robbins suggested working around the chairs instead of removing them, ultimately saving money on flowers for such a large bed. She suggested putting stepping stones leading up to the chairs. Ms. Peele stated if the tenant were ever to move, it would be a great location for a Town bench. Ms. Peele suggested a color theme of whites and light yellows, as they show well at night.

Ms. Ahmad asked if the Town's goal was to have a finished, put together look. Ms. Ahmad stated many of the things being worked on appear very haphazard and thrown together. Ms. Peele stated the commission hasn't had as much control on them as they do currently, and that is the overall goal that the commission is trying to accomplish.

Ms. Peele stated her goal is to get a complete plant list with quantities and set it out for bid from growers, allowing the commission to know exactly what they are getting and for how much. Ms. Beavers stated that since we have the money available, it would be ideal to completely fill each planter and bed.

Planner Blake stated Spring Spree is May 18 so it may be ideal to fill some of the beds by that date, given the large amount of foot traffic expected for the event.

Ms. Peele stated certain things cannot be done until the soil temperature reaches a certain degree which can be monitored online.

Ms. Robbins suggested the idea of utilizing garden clubs and having multiple clubs in charge of certain locations.

Ms. Peele stated the tentative planting time will be around the 15th of April, although certain things could go in earlier. Ms. Peele suggested the April meeting date being an all-day digging and planting event.

Ms. Robbins showed a picture of parking spaces across from the depot with a bench and a trash can, stating that it was not ADA compliant. Director Westbrook stated the bench and the trash can need to be moved.

Ms. Robbins suggested relocating the planter across from the Coca-Cola plant because its view is blocked by the light pole, with proper care taken not to block lines of sight for drivers.

There was some discussion on the possibility of underground utilities. Director Westbrook stated that is not under the Commission's power because of the high cost associated with it.

Ms. Peele stated that Ms. Harriet Sloan and Town Manager Paul Sabiston had worked together to ensure there would be a wheelchair ramp at the depot to be ADA compliant.

4) Downtown Projects

a. Mural Update

The Board of Commissioners approved a change to remove the word tobacco from the mural and add textile instead.

b. Benches

Planner Blake passed around photos of a bench in front of the barber shop downtown and stated the owner is complaining about customers from the new ice cream shop using the bench. The ice cream shop would like it moved closer to them, which would appease the barber shop owner. There was some discussion about potential location of the bench. Ms. Robbins suggested placing 2

benches, removing the one from the spaces across from the depot as well as the one in front of the barber shop and placing them both in front of the ice cream shop. The Commission decided to relocate the 2 benches discussed and put them in front of the ice cream shop.

c. Garden Club (Caboose Decorating) - Sarah Ahmad

Ms. Ahmad of the Home and Garden Club stated she had talked with Planner Gallimore about some projects the club was looking at. Planner Gallimore had previously asked if the club could help decorate the caboose. The club was very excited about doing that and would also like to start attending various ribbon cuttings for new businesses in Downtown Aberdeen. Ms. Ahmad stated the club would need a schedule for what needed to be done.

Planner Blake stated Spring Spree and other events are in the works for the future and asked if those events are what the club is interested in decorating for. Ms. Ahmad stated the club is open to any instruction and boundaries the Commission would like to initiate for the club to begin decorating. Ms. Ahmad suggested the Commission decide what events or holidays they would like the caboose decorated and to then decide who will buy the decorations and which group would decorate. Planner Gallimore is currently the one decorating the caboose at this time. Director Westbrook stated he recommends staff collaborate with Planner Gallimore to discuss the events taking place and narrow it down to a list of which ones take more precedence. At that point, the list can be brought back to the Commission to discuss what exactly they would like to be done. The Commission will then work directly with the garden club regarding decorations.

Ms. Goodwin stated there will be a high school reunion soon which would be a great opportunity for the caboose to be decorated in a theme of the high school colors as an attraction for the event.

Ms. Ahmad thanked the commission for allowing her to attend. She requested the Commission advocate in the form of a letter to have aesthetically pleasing landscaping in the new medians on Hwy 5. Ms. Peele stated that would require a commitment from the Town for maintenance. Director Westbrook stated staff would prepare a resolution that the Commission could sign in support of Ms. Ahmad's request. Planner Blake stated the Fire Department is not supportive of median landscaping given the design of the median not allowing them quick access across the street and the high chance that they would be driving across it. Director Westbrook stated any drafts of such letters should all be submitted to him, so the Town can deliver a large volume of the request to the Department of Transportation.

5) Other Business

a. Pinehurst Appearance Commission

i. March 4th meeting in Pinehurst – Janet Peele

Many of the members attended the Pinehurst Appearance Commission meeting on March 4, 2019.

Ms. Peele stated Pinehurst has a \$5,000 grant, allocated from their annual budget, which the Commission can award for private citizens/enterprises to dress up their neighborhood entrance signs. The grant would have to be applied for through a Home Owner's Association (HOA) who would take responsibility for executing the project. Ms. Peele stated she would like to initiate something similar for Aberdeen, with respect to the historical differences of the Town. The

Commission agreed it was a fantastic idea. Ms. Robbins suggested separate grants for businesses with the incentive of a beautification award. Ms. Peele suggested focusing on businesses along the highway. Planner Blake suggested targeting new subdivisions as well. There was some discussion about HOA obligations and presence among subdivisions.

Ms. Goodwin stated she was impressed with Pinehurst's desire to collaborate with Aberdeen on projects that could be worked together on. Ms. Goodwin stated Pinehurst will be cleaning their entryway signs on May 7th and it might be a good idea to do the same thing on that day as well. Ms. Peele stated the garden club agreed to commit in pairs of 2 for 2 signs each.

There was some discussion about a gateway sign near Bethesda that is being moved for better visibility.

There was some discussion about preventing littering along Hwy. 5, either via signs about fines or by an Adopt-a-Highway program.

Ms. Peele stated she has a 20 year old Lavender Althea tree that she would like for the Town to decide on a location for. It is presently in a compost pile, so there is time for the Commission to decide where to put it. Director Westbrook stated the new Fire Station will require landscaping, so that could be a potential location for it.

ii. Invite to April 16th meeting

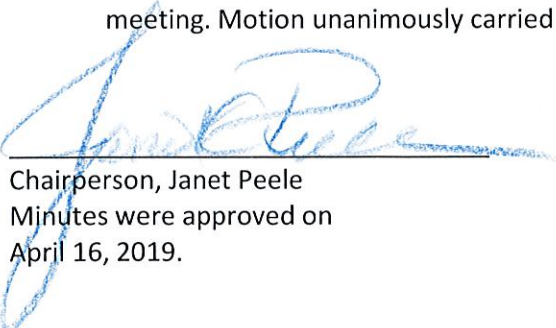
Planner Blake stated the Village of Pinehurst has been invited to the April meeting. The Town will provide lunch for that meeting instead of Ms. Moon.

b. Next Meeting Date: April 16th, 2019


a. Lunch will be provided by the Town.

Director Westbrook stated a shopping/to-do list is highly essential in managing Jim Brinkman's position. He needs a list of what needs to be done and what needs to be prioritized. He stated he would also like a breakdown of the budget so he can advocate for funds for the Commission. Director Westbrook stated anything the Commission would like to be included in the budget needs to be prepared by the April 16th meeting. Ms. Goodwin and Ms. Peele agreed that they want a full-time position for landscaping. Director Westbrook stated in order for him to push for that addition, a job description would need to be submitted with the budget request. Ms. Peele suggested allocating money for an arborist for pruning as well as money for design. Planner Blake suggested that the potential landscaping for the medians of the Hwy. 5 would be a contributing factor to the argument for a full time landscaper. Director Westbrook stated he will create a draft budget and present it to the Commission at the next meeting.

A motion was made by Ms. Peele, seconded by Ms. Moon and Ms. Goodwin, to adjourn the meeting. Motion unanimously carried 5-0. Meeting adjourned at 1:59 p.m.



Chairperson, Janet Peele
Minutes were approved on
April 16, 2019.



Administrative Assistant, Megan Henderson
Minutes were completed in
Draft form on March 19, 2019.