

**MINUTES**  
Regular Meeting of the  
Appearance & Beautification Commission

(Lunch Provided by Dene Moon)

September 17<sup>th</sup>, 2019  
Tuesday, 12:00 pm

Robert N. Page Municipal Building  
Aberdeen, North Carolina

Aberdeen Appearance & Beautification Committee (ABC) met on Tuesday, September 17, 2019, at 12:00 pm for a regular meeting. The meeting was held in Town Hall. Members present were Chairperson Janet Peele, Eldiweiss Lockey, Amanda Robbins, Dene Moon, and Elease Goodwin. Members not in attendance were Teressa Beavers, and Dale Steicker. Staff members in attendance were Planning Director Justin Westbrook, Planner Christian Haas, and Administrative Assistant Maria Carpenter. Lunch was provided by Dene Moon.

1. Call to Order

Chairperson Peele called meeting to order at 12:10 pm.

2. Approval of Agenda

Ms. Goodwin made a motion, seconded by Ms. Robbins, to approve the Agenda as presented. Motion carried unanimously 5-0.

3. Review of Minutes

a. Regular Meeting of August 20<sup>th</sup>, 2019

Ms. Goodwin made a motion, seconded by Ms. Lockey, to approve the minutes from the August 20, 2019 meeting. Motion carried unanimously 5-0.

Director Westbrook stated that he wanted to make sure that what Mr. Brinkman needs to do is in the minutes, and that additional tasks can be emailed to Director Westbrook.

4. New Business

a. Fall Plantings – PLANNING

Ms. Peele stated that she called on some price lists for pansies and has a general idea of cost. Ms. Peele stated that she feels not all the work is getting done and would like to know if the budget could afford a gardener. Director Westbrook stated that he will have to check with the Town Manager, or perhaps that could be paid for under "professional service".

Ms. Peele stated that we need to investigate getting some drip irrigation, and also, before planting, the dirt on some areas is mounded up high and the water is running down so the plants don't get any. Ms. Peele stated that before planting someone needs to go in and level it down. Ms. Peele stated that by the municipal building sign the plants got bigger than the sign, so the dirt there needs to be taken down and use shorter plants in that spot.

Ms. Peele stated that buying a big lot of pansies and leaving them at Public Works did not work. Ms. Peele stated that arrangements needs to be made to get them watered regularly. Ms. Robbins stated that maybe it was just too hot. Director Westbrook stated that staff would come up with some ideas and hopefully have something to present by Thursday. Ms. Robbins stated that a plan needs to be made asap, so someone can get out to the beds and get them ready.

Discussion was held on timeframes for digging up old plants, leveling dirt, and new plantings. Ms. Peele stated that we need to be in the process of digging holes by October 10-15 because pansies will be hard to get after that. Ms. Peele stated that there is a 24 hour turn around for the grower, if commitment of how much of each is needed, the grower will hold it until told to send it over.

Timeline for fall planting:  
Week of Sept 30<sup>th</sup> – dig plants out  
Week of Oct 7<sup>th</sup> – level dirt  
Get plants delivered around Oct 10<sup>th</sup>  
Planting week of Oct 14<sup>th</sup>

Director Westbrook stated that he didn't know about irrigation by Fall. Ms. Peele stated that she was sure there were hose bibs in the beds already, the lines on top of the ground need to be improved and add a timer. Then make sure all is running properly for a few days.

Ms. Robbins asked if pansies were going in all the beds, and the sweet potato vines need to come out. Ms. Peele stated the petunias could be left and will continues to bloom. Leave the blue salvia, it needs to be cut down. Perennials in the beds should be left to the side when they take the dirt out and then put back in. Director Westbrook stated that he wasn't sure they would know what to keep and what not to, it would be better to start fresh in the beds.

Director Westbrook stated that Mr. Brinkman needs specific lists as to what exactly to do and buy.

Ms. Peele asked about cabbage and/or kale by the flagpole. Ms. Robbins stated that every bed should have the same flowers for continuity. Some ideas for flowers were citrus mix for pansies, primrose, rosemary, lavender.

Discussion on other things that need to be done around town. Items to be addressed are: Pull out dead conifer at corner to TB Creel and Sycamore Streets, take out yuccas on Main St side at library, fix fence behind Charlotte's and clean up for spring planting. Wait until after reunion for hollies by Depot, and there is a dead holly against fence on side. There is a yellow rose encompassed by weedy vines to be cleaned up. Paint frame of sign by Depot (Union Station).

b. Banners

Director Westbrook stated that the banners throughout downtown are faded and need to be replaced. DAAB can brand downtown with a slogan, and it would be a good opportunity to get new banners and new poles for them. Ms. Robbins asked about getting hanging baskets. Director Westbrook stated yes, as long as they are on our poles.

Director Westbrook stated that there is still money in the budget for a project, and it could be for Christmas lights, staff can discuss ideas for project. Ms. Peele stated staff should pick best 3 and send to board to decide. Director Westbrook stated that staff will work on that and send out top picks for board to decide.

c. Upcoming Downtown Events

Planner Haas stated that Fall for Aberdeen will be on Sycamore Street on October 21st, and will be unofficially Harry Potter themed. Planner Haas stated they hope to have train running and museum open. Planner Haas stated that there are a couple grand openings coming up, Indigo Yoga and Healing Arts, and Lily Rose that is moving from South Street to Main Street.

d. Holiday Décor

i. Location of Tree for decorating

Director Westbrook stated that the tree is generally next to the Depot and is taken care of by Parks and Rec. Ms. Lockey stated that Christmas lights on the hollies to be canopied would be nice. Director Westbrook stated we could do white lights on the hollies.

ii. Other

5. Old Business

a. Depot/Museum Landscaping & Fence Painting - UPDATES

Director Westbrook stated that there are plans to do major/minor/micro projects, one micro project was the fence, and will do depot sign this week.

b. UDO Rewrite – Stage 4 (Chapter 5 – Development Standards)

Director Westbrook presented Chapter 5 of the UDO which covers Development Standards. Director Westbrook stated that the new UDO would be simpler to read and understand, and would appreciate any comments from committee members. Director Westbrook also presented the new and old zoning maps and discussed the changes made on them. Ms. Peele asked about stopping churches from starting storefront churches and requiring existing businesses to maintain regular hours. Director Westbrook explained that the UDO has limited influence, and he would have to look into it. Director Westbrook stated that staff is looking into removing corridor overlay districts and making the relevant regulations Town standards, instead of a limited overlay district.

6. Other Business

a. Lunch Schedule through June 2020

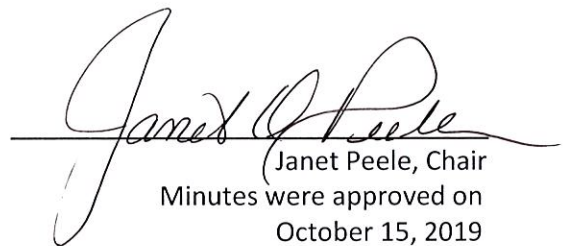
- i. Oct. 15 - Peele
- ii. Nov. 19 -
- iii. Dec. 17 -
- iv. Jan. 21 -
- v. Feb. 18 - Robbins
- vi. Mar. 17 - Moon
- vii. Apr. 21 - Goodwin
- viii. May 19 - Lockey
- ix. June 16 -

7. Adjournment

- a. Chairperson Peele adjourned meeting at 2:10 pm.



Maria Carpenter, Admin. Assistant  
Minutes were completed in draft form  
on September 17, 2019



Janet Peele, Chair  
Minutes were approved on  
October 15, 2019