

## BEAUTIFICATION COMMITTEE MINUTES

**Date:** February 8, 2017

3:30 p.m.

**Provincetown Town Hall**

Meeting Called to Order at 3:35 p.m.

**Present:** Bill Docker, Anika Costa, John Krajovic (remote), Allan MacKinnon, Eric Larsen (DPW), Frank Vasello, Curtis Balom

**Excused Absence:** N/A

**Absent:** N/A

### Committee Discussion – Working Group Reports - Decisions – Action Items – Reports – Etc.

1. Public Statements

N/A

2. Chair Report

*B. Docker:* New board chair at library, Stephen Gronkowski, has sent emails praising work on the lawns by BC and DPW.

Visitor Service Board meeting had no quorum on the February 7. Bill will meet with them at a later date. Topics will include an update on BC projects completed, current, and future. (The update is given each year.)

VSF mentioned that if we ever need money for specific projects, contact them. They can provide some support. They will need amount and project information. We will ask about the Gateway Project for MacMillan Pier. Irrigation and electricity for the light on Fisherman's Memorial, possibly soil replacement (approximate total of \$5,000).

Provincetown 400: Have had good, productive conversations with L. Giuffre. P400 has been in contact with E. Larsen and Seamen's Bank. They will contact us when an RFP for the landscape architect is needed. (J. Krajovic will help spearhead the RFP project.) *E. Larsen:* We still don't own road; however, DOT Boston representative came down to look at the area. Lisa will also attend our 02/13 meeting with the selectmen.

Continuing meetings with council on aging for summer help. One of our choices has an injured back and will need to be replaced.

*E. Larsen:* May need to remove shrubs on the east side of library lawn. *F. Vasello:* Should discuss what we should replace it with something that might look more appealing and provide privacy? Library team seems to be want our input. (B. Docker will add to March agenda.)

*R. Waldo* sent an email regarding outstanding items on To Do List. DPW will kick some items back to us because of their workload. *E. Larsen* updated group regarding the NPL planting area. DPW will take care of tree and soil removal.

- Will dig up trees early to avoid problems
- Will dig up 24" of soil
- Will save 4x8 pad for spots for the memorial (not known what it will be yet)...will be in middle or towards walkway

*F. Vasello* and *E. Larsen* discussed that BC should meet with J. Colley Irrigation about well and location of sprinkler heads.

*B. Docker*: We overlap with Planning Boarding (private spaces) regarding planning material and planting trees. *J. Krajovic* is working to make sure we can work with them on overlap areas, for example, review of tree bylaw and planting proposal.

### 3. Project Reports

- a. VSB meeting on Feb. 7 – BD and AM  
*F. Vasello* will ask for \$5,000 for soil replacement for municipal parking lot and Fisherman's Memorial.
- b. Library: shrub suggestions – FV; approval/vote 2 new planters

### 4. New Business

- a. Removal of day lilies around town-owned trees  
The day lilies are planted around trees at all parking lots. The tubers have grown so close together that water doesn't go through. The tubers are approximately 6" deep. We need to create a phased list for *E. Larsen* for removal of day lilies at NPL, Johnson Street and School Street.  
*E. Larsen*: Will probably have to phase in the work with summer crew.  
*A. Costa*: Perhaps move the tubers to Grace Hall parking lot exit? Also need bench in that location.
- b. Additional Funding – Stop & Shop, VSB, Cape Air  
*B. Docker*: Need to reapply at Stop and Shop. (We have \$5,000 over five years; we need to ask for \$1,000 each year. *A. MacKinnon* and *B. Docker* will contact Stop and Shop.)

*F. Vasello* and *A. MacKinnon* will follow up with VSB on additional funding. *Michelle Haines* at CapeAir has mentioned that they love to fund specific projects possibly for as much as \$5,000–\$10,000. They prefer high-visibility projects. (*F. Vasello* mentioned Bus Stop Park as a point of reference.)

Grace Hall sidewalk will be removed and the retaining wall will be moved to street. This widens the planting area at top. *J. Krajovic*: We need to consider installing an irrigation system, especially if expanding the planting beds. (*B. Docker* will place

planting area discussion on agenda for future meeting and noted that we don't have the money to pay for an irrigation system. We need to consider how to fund it.)

- c. Bench/Tree naming Policy (re: Wellfleet and Nantucket) – AC  
*B. Docker:* Reviewing policies for Wellfleet and Nantucket. We can stay out of business of naming trees, but we can create a town policy for reference when naming benches. A. Costa, A. MacKinnon, and C. Balom will take part in that project. (Should have a draft by May 1, 2017.)

*J. Krajovic:* Think about tree donation policy to give to Tree Warden (M. Murphy) as input.

Need to discuss replacing nametags on current trees that are in disrepair and create policy for what type of trees should be planted. (*B. Docker* will add to future agenda.)

- d. Creation of a “Style Book” for committee recommended benches, planters, lighting (including solar,) preferred trees (with species for specific sites,) cigarette butt holders, paving and ground materials, mulch, sign material and typeface for public spaces.

*B. Docker:* D. Panagore recommended developing a stylebook for trees: Urban Design Standards/Guidelines.

*J. Krajovic:* Hiring a landscape architect for this might be the best approach

*A. Costa:* Asked whether this should be something the town planner is involved with.

*B. Docker:* Will add to an upcoming agenda to discuss in more detail.

5. Approval of Previous Minutes

N/A

6. Treasurer’s Report / Invoice Payments

Balance in General Fund: \$15,627.20

Balance in Gift Fund: \$6,641.73

Motion by A. Costa to pay O’Brien’s invoice: invoice number L170022 for \$575.00

Motion seconded by F. Vasello

Motion approved unanimously, a vote of 5/0

7. Any new business that could not be reasonably anticipated within the 48 hr posting requirement.

*B. Docker:* We're on the agenda for the Board of Selectmen meeting on Monday: reviewed what will be discussed

- Lisa Giuffre will be making a public statement.
- Will ask Stephen Borkowski to make a statement.
- We are one of the first items on the agenda.

8. Set Date for Next Meeting

The next meeting of the Provincetown Beautification Committee will be held:  
Monday, March 6, 2017 at 3:30 P.M.  
in the Caucus Room at Town Hall  
260 Commercial St., Provincetown, MA

**Adjourned:** 5:30 p.m.  
Motion by B. Docker  
Motion seconded by A. Costa  
Motion approved unanimously, a vote of 5/0

Respectfully submitted,  
Curtis Balom, Committee Clerk