

The Town of Smithfield Appearance Commission met in regular session on Tuesday, August 21, 2018 at 5:00 in the Town Hall Conference Room located at 350 East Market Street, Smithfield, North Carolina.

Members Present

Peggy Scott –Chairperson
Anita Liverman
Jeremey Pearce

Members Absent

Alice Harris – Vice Chairperson
Bryan Gibson
Perry Harris
Councilman David Stevens

Staff Present

Lawrence Davis – Public Works Superintendent
Gary Johnson – Parks and Recreation Director
Shannan Parrish – Town Clerk

Staff Absent

Call to Order

Chairperson Peggy Scott called the meeting to order at 5:02 pm.

Invocation

Lawrence Davis offered the invocation.

Approval of Meeting Minutes – June 19, 2018

Due to a lack of quorum, the June 19, 2018 minutes could not be approved

Financial Report

Appearance Commission General Fund Balance – \$15,000.00

Donate-A-Tree Account Balance – \$656.59

J. B. George Fund Balance – \$3,211.68

J.P. George Fund Balance – \$644.66

New Projects

Chairperson Peggy Scott informed the members of the Appearance Commission Hampton Moore was working on obtaining his Eagle Scout Award. For his project, Mr. Moore would be constructing a Dog Park at Civitan Field.

Hampton Moore informed the members of the Appearance Commission the Dog Park would be constructed at the corner of Second Street and Holding Street. He provided a plan to the members outlining the fencing around the perimeter with two access gates. The plan also included the following: fencing in the middle to separate the space for large and small dogs, parking along the street, sidewalk from the street to the entrance and two benches. Mr. Moore requested assistance from the Appearance Commission for the purchase of six to eight trees that he would install and manage.

Chairperson Peggy Scott inquired the type of trees Mr. Moore would like to have for the area. Mr. Moore responded that he would like to plant Silver Maple Trees. Parks and Recreation Director Gary Johnson explained that Silver Maple Trees were selected because they grow quickly and provide shade.

Chairperson Peggy Scott questioned the estimated cost for the trees. Mr. Moore responded the estimated cost for eight trees was \$600.00 or \$75.00 per tree. Gary Johnson responded that because the budget was tight on this project, the trees may be a smaller. Anita Liverman questioned if the trees in the Dog Park had to be a certain size based on the Town's ordinance. She further questioned if a \$75.00 tree would be an appropriate size. Lawrence Davis responded that he would have to speak with the Public Works Director Lenny Branch because he was aware there were regulations, but he did not know the regulations. Mr. Johnson stated he was unsure if this rule applied to Parks.

Lawrence Davis questioned who would maintain the Dog Park. Mr. Johnson responded the Parks and Recreation Department already maintained the area. They are simply changing the use from a field to a dog park.

Due to a lack of quorum, the Appearance Commission could not formally vote on the Dog Park Project. Chairperson Peggy Scott stated since Mr. Moore was planning on opening the Dog Park on October 1st, she would email the entire Commission to ascertain if they were willing to assist with this project. She explained that the JB or JP George Endowment Funds could be used for this project. She suggested the Appearance Commission could also donate a bench for the project.

Lawrence Davis suggested that an appropriate size tree be chosen so the dogs don't damage the tree. Mrs. Scott responded that Mr. Johnson suggested those trees because they are fast growing and the foliage was very good for mulch. Mrs. Scott suggested that the Commission could provide enough funding for larger trees if necessary. Mr. Davis stated he would talk with Mr. Johnson about a size and price range for the trees.

Funds have been encumbered for fall projects which include:

Parks and Recreation

- **MLK Sign:** A new sign is being made and planting will be installed in the fall.
- **11 New Park Signs:** Plantings for these signs will be installed in the fall.

Public Works

- **Planting of 9 Trees** (9 of the 16 noted from June were planted at the Miracle Park)
- **Wayfinding Signs:** Plantings will be put in around the gateway signs once the signs have been installed.

Chairperson Peggy Scott informed the members of the Appearance Commission the Wayfinding project was moving forward.

Chairperson Peggy Scott questioned the amount of funding needed for all of the fall projects. It was her recollection that the landscaping estimate for the 11 Park Sign was approximately \$6,000. Lawrence Davis responded he would talk with Parks and Recreation Director Gary Johnson about this project.

Mrs. Scott questioned the amount of funds needed for the remaining seven trees. Mr. Davis responded it would depend on the type of tree. He would speak with the Mr. Branch and report back to Mrs. Scott

Regina Sanders

Chairperson Peggy Scott informed the members of the Appearance Commission Regina Sanders would be honored at the September 4th Town Council meeting for her eleven years of dedicated service to the Appearance Commission. She encouraged the members to attend if possible.

DSDC Report

Due to the absence of Vice Chairperson Alice Harris, this item was not discussed

Projects

- **Tree plan update on Johnston Street**

Chairperson Peggy Scott informed the members of the Appearance Commission Anita Liverman has been diligently working of a plan for Johnston Street.

Anita Liverman informed the members of the Appearance Commission it had been decided during previous meetings that the Commission would replace the Dogwood Trees on Johnston Street. Mrs. Liverman cross referenced the top ten performers with the suggested trees that grow under power lines on the NCDOT's approved list. She chose not to select any of the trees with berries, flowers or attracted bees. The list was narrowed down to the following trees: Carpinus Caroliniana (American Hornbeam), Acer Triflorum (Three Flower Maple), Acer Leucoderme (Chalk Bark Maple), Acer Nikoense (Nikko Maple), Acer Platanoides (Globosum), Acer Platanoides (Norway Maple, Acer Truncatum (Purple Blow Maple), and Prunus x bilireans (bilireiana Plum). Mrs. Liverman was concerned that the Appearance Commission would not be able to find some of the suggested trees as they are typically grown in other states or countries. Mrs. Liverman informed the members that she would email a list of all the selected trees and Lawrence Davis or Lenny Branch could try to determine the cost of each trees. Mrs. Liverman also suggested that when larger trees are needed, the Commission should consider the Lace Bark Elm Tree.

Lawrence Davis responded his only concern was the downtown area already floods and if deciduous trees are planted, the fallen leaves may clog the catch basins making the flooding issue worse. Mrs. Scott questioned if the Appearance Commission should plant any trees on Johnston Street. Mr. Davis responded trees could be planted but the Commission should be selective with their choice of trees. Mrs. Liverman stated that she originally suggested hollies, but they would have to be trained and manicured to resemble a tree. This would require additional time from staff. Mr. Davis responded all the trees in downtown are maintained by a landscape contractor. Mr. Davis will speak with Lenny Branch about deciduous trees in the downtown area. Mrs. Scott suggested that the members of the Appearance Commission walk Johnston Street to determine where the trees can be planted. She also encouraged the Commission to review the types of trees Mrs. Liverman had suggested.

Boat Ramp

To do anything at the boat ramp need to speak with the Parks and Recreation Director

- **Ideas from last meeting**

- **Air Inflation Station** – 2 air inflation stations are already in place. Lawrence Davis informed the member of the Appearance Commission that one of the stations had been damaged, but has thus since been repaired. Chairperson Peggy Scott suggested installing concrete posts around them.
- **Ornate benches**
- **Flag Pole and plantings**
Lawrence Davis questioned if the Appearance Commission intended to make improvements to the boat ramp area. Chairperson Peggy Scott responded the Commission would work with Parks and Recreation Department to install the flag pole and plantings. She did speak with Parks and Recreation Director Gary Johnson about replacing the liriopie at the African American Monument that has died.

- **Town Hall Park**

Chairperson Peggy Scott informed the Appearance Commission that simply maintaining the Town Hall Park was not enough. Due to the overgrowth, people are sleeping under the bushes at night. It was suggested that some of the large bushes be replaced with trees. Once the trees become established, other plantings could be installed. Mr. Scott suggested the members of the Appearance Commission look at the park to determine what should be removed. Lawrence Davis responded they should meet with Lenny Branch to determine which plants should be removed.

- **Railroad Bridge: discussion metal art work**

Chairperson Peggy Scott informed the members of the Appearance Commission Bryan Gibson had sent an email concerning the metal art work at the railroad bridge. Below is an excerpt from Mr. Gibson's email outlining his suggestions:

Bridge Structure

I attempted to come up with a design for a structure that would "block" the railroad bridge on Market Street coming into town. I was not happy with what I had done for the following reasons:

Anything that is built is still not going to cover it up more likely bring more attention to the bridge itself.

A structure that large would be very expensive. Is that a good use of the town's money? I'm not so sure.

To be honest the bridge isn't bad looking at its core. If it could be repaired slightly where concrete has fallen off, vegetation removed that's growing on it, and power washed I think it would go a long way. We could possibly do a sign on the ground before the bridge.

Chairperson Peggy Scott stated that the sign should match the Wayfinding signs.

Anita Liverman stated the bridge was quite attractive when maintained. Mrs. Scott asked Lawrence Davis if he would speak with Lenny Branch to put in a request with the railroad to determine if they would allow the Town to clean the bridge. Mr. Davis

responded he would speak with Mr. Branch but would try to find out if the railroad would clean it themselves since it was their property.

Mr. Gibson Further suggested the following in his email:

I also wish we could do more on that street corridor between JCC and the bridge. It's really a bad look heading into downtown. The town has planted some low plantings along the street with some street trees which is much appreciated but I don't know how much more we can do to make it better. We need private investment in those properties along there to really make a difference. I noticed a children's trust owns much of the land to the right of the street heading toward the bridge.

Adjournment

Being no further business, the meeting adjourned at approximately 6:05 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Shannan L. Parrish".

Shannan L. Parrish
Town Clerk