

The Town of Smithfield Appearance Commission met in regular session on Tuesday, June 18, 2019, at 5:00 in the Town Hall Conference Room located at 350 East Market Street, Smithfield, North Carolina.

Members Present

Peggy Scott – Vice Chairperson
Connie Barbour
Jeremy Pearce
MaryFoy Ragsdale

Members Absent

Leslie Lazarus – Chairperson
Robin Cook
Perry Harris
Councilman David Steven

Staff Present

Lawrence Davis – Public Works Superintendent
Shannan Parrish – Town Clerk

Staff Absent

Call to Order

Vice Chairperson Peggy Scott called the meeting to order at 5:04 pm

Invocation

Lawrence Davis offered the invocation.

Welcome New Member MaryFoy Ragsdale

Vice Chairperson Peggy Scott welcomed new member MaryFoy Ragsdale to the Appearance Commission.

Approval of Meeting Minutes – May 21, 2019

Jeremy Pearce made a motion, seconded by Connie Barbour, to approve the May minutes as submitted. Unanimously approved.

Financial Report

Appearance Commission General Fund Balance – \$17,430.93 is the total balance. Funds have been encumbered for fall planting projects leaving a balance of \$4,255.07. 397.75 was spent for the Community Garden.

Donate-A-Tree Account Balance – \$1,010.99

J. B. George Fund Balance – \$958.40.

Vice Chairperson Peggy Scott stated she believed the JB George account balance with interest was \$1746.57, but she would verify that with the Finance Director.

J.P. George Fund Balance – \$552.66

DSDC Report

Jeremy Pearce provided an update to the Appearance Commission on the Downtown Smithfield Development Corporation's monthly meeting. Topic of discussion was as follows: The suggestion of installing an Ava Gardner statue and yellow rose garden in the Town Hall Park. Mrs. Vargas, Ava's assistant, would fund the rose garden project. It was questioned if the Appearance Commission would be willing to assist with the project. Mr. Pearce further stated that the DSDC may be able to pay for the maintenance of the rose garden since roses need a lot of attention. Lawrence Davis stated some planting could be removing to accommodate a statue and rose garden; however, he suggested they not be installed in the

middle of the park. Connie Barbour stated the Appearance Commission could support the project once the Commission knew how it would be installed and maintained.

At a previous meeting, the Appearance Commission discussed installing a water fountain in the park, but fountains require regular cleaning. This may be something that cannot be done at this time.

Wayfinding

Vice Chairperson Peggy Scott informed the members of the Appearance Commission the signs are being made and should be installed in July. She suggested that she meet with the Planning Director and the Public Works Director to ensure that the proper size plantings are ordered and installed.

Project

Vice Chairperson Peggy Scott reviewed the approved projects that needed to be completed.

- **Stump removal**
Lawrence Davis informed the members of the Appearance Commission all stumps had been removed.
- **Concrete**
Vice Chairperson Peggy Scott informed the members of the Appearance Commission that work had been completed at SoDoSoPa. She questioned if the budgeted \$4,000 was enough for all the concrete work. Lawrence Davis responded he was unsure because the Public Works Director had taken care of the concrete projects. Since all the concrete work has been completed on Johnston Street in front Insurance Unlimited and Johnston County Youth Services, the Appearance Commission should investigate what to do with the World War rock Monument.

Vice Chairperson Peggy Scott questioned if prices had been obtained for the approved trees on Johnston Street, Front Street and Third Street. Lawrence Davis responded he had given that information to the Public Works Director. He further stated the local nurseries did not carry the Chinese Elm trees. Mary Foy Ragsdale suggested contacting Hardee Landscaping in Clayton to see if they could offer suggestions on trees for the approved areas. Mrs. Scott stated the Appearance Commission needed that information at the August meeting so the trees could be purchased and planted this fall.

- **Donate a Tree**
Vice Chairperson Peggy Scott present the updated brochure to the members of the Appearance Commission.

Jeremy Pearce made a motion, seconded by Connie Barbour, to approve the new design of the brochure as submitted and proceed with obtaining quotes for the printing of the brochure. Unanimously approved.

Mr. Pearce agreed to obtain quotes from Hinson's printing and 231 Printing

The members of the Appearance Commission voted via e-mail to purchase 1000 perforated brochures from 231 Printing in the amount of \$274.00

- **Miracle Park**
Vice Chairperson Peggy Scott informed the members of the Appearance Commission that she spoke with Dwight Morris with Partnership for Children concerning the plantings at the Inclusion Park. Mr. Morris stated if the Appearance Commission was willing to donate the plants, he had

volunteers that could install them. It was suggested that Mr. Morris attend the August Appearance Commission meeting so he could share his vision for the Park with the Commission.

- **Town Hall Park:** Due to the absence of Perry Harris, this item was not discussed
- **Old Well Cover:** Due to the absence of Perry Harris, this item was not discussed

New Business

- **Planters** At the front and possibly back entrance of Town Hall.
Vice Chairperson Peggy Scott informed the members of the Appearance Commission that Chairperson Leslie Lazarus suggested putting 2 Earthplanters at each entrance of Town Hall. The estimated cost for the 4 planters would be \$1,996.00 plus shipping and handling. These special pots are designed for commercial use and are self-watering. Mrs. Scott stated the Commission did not have to make a decision, but it could be added to next year's projects. It was suggested that 2 planters be installed on the Market Street entrance of Town Hall.
- **Boat Ramp:**
Vice Chairperson Peggy Scott informed the members of the Appearance Commission that Perry Harris had been working on this project. It was Mrs. Scott's understanding that funds had not been placed in the approved Town budget for improvements to the boat ramp. She suggested the Appearance Commission could use some of their funds for at least the installation of the flag poles.
- **Circle on Outlet Center Drive:**
Vice Chairperson Peggy Scott informed the members of the Appearance Commission that Chairperson Leslie Lazarus suggested a large concrete pineapple be installed in the center of the established plants at the round-about. Jeremy Pearce stated he had heard NCDOT may be making some changes with the traffic circle; therefore, it might not be a good idea to install anything until the final plans were known. Connie Barbour suggested that something iconic to Smithfield be installed in that place in the event that the traffic circle remains as is.

Suggestions for additions to the Annual Report

Vice Chairperson Peggy Scott informed the members of the Appearance Commission that Chairperson Leslie Lazarus would present the annual report to the Town Council at the August meeting. Connie Barbour suggested the Appearance Commission hold an annual planning meeting

Adjournment

Being no further business, Jeremy Pearce made a motion, seconded by Connie Barbour, to adjourn the meeting. The meeting adjourned at approximately 6:05 pm.

Respectfully Submitted,



Shannan L. Parrish
Town Clerk