

The Town of Smithfield Appearance Commission met in regular session on Tuesday, August 20, 2019, at 5:00 at the Neuse River Boat Ramp and then in the Town Hall Conference Room located at 350 East Market Street, Smithfield, North Carolina.

Members Present

Peggy Scott – Vice Chairperson

Members Absent

Councilman David Steven  
Connie Barbour

Robin Cook  
Perry Harris  
Jeremy Pearce  
MaryFoy Ragsdale

Staff Present

Lenny Branch – Public Works Director  
Gary Johnson – Parks and Recreation Director  
Shannan Parrish – Town Clerk

Staff Absent

**Call to Order**

Vice Chairperson Peggy Scott called the meeting to order at 5:03 pm

**Invocation**

Vice Chairperson Peggy Scott offered the invocation

**Proclamation for Anita Liverman for Serving 6 years on the Appearance Commission**

Town Manager Michael Scott presented Anita Liverman with a proclamation honoring her years of service on the Appearance Commission.

PROCLAMATION

In Honor of Anita Liverman's  
Dedicated Service to the  
Town of Smithfield's Appearance Commission

WHEREAS, Anita Liverman has dedicated her time and attention by serving on the Appearance Commission for the past six years; and

WHEREAS, during her tenure, Anita Liverman served as the Chairperson and Vice Chairperson of the Appearance Commission; and

WHEREAS, the Town of Smithfield and its citizens have benefited greatly because of her particular interest and work in the area of beautification; and

WHEREAS, Anita Liverman has been instrumental in changing the overall beauty of the Town of Smithfield; and

WHEREAS, The Town of Smithfield will greatly miss Anita Liverman's horticultural knowledge and involvement with the Appearance Commission.

NOW, THEREFORE, I, M. Andy Moore, Mayor of the Town of Smithfield along with the members of the Town Council, express our sincere appreciation to Anita Liverman for her distinguished service to the Town of Smithfield

#### **Gary Johnson Parks and Rec: Boat Ramp Project**

Vice Chairperson Peggy Scott reminded the members of the Appearance Commission that the Parks and Recreation Department applied for a grant with the Johnston County Visitors Bureau for improvements to the boat ramp area. The grant was for \$15,000 with matching funds coming from the Appearance Commission's general fund. Parks and Recreation Director Gary Johnson provided the members of the Appearance Commission with examples of picnic structures and a rendering of the overall project. There were some suggestions of placing a larger picnic shelter near the current location of the portable restroom, placing picnic tables on the grassy area near the boat ramp, and placing smaller sheltered picnic tables in the grassy area near the location where the greenway intersects with the paved road to the boat ramp. Mr. Johnson suggested that any shelter or picnic tables to be installed away from the greenway as to not impede anyone using the greenway. Mrs. Scott stated she would like to see a nautical type of flag pole installed.

*At this point, the meeting moved from the Boat Ramp to Town Hall*

#### **Approval of Meeting Minutes – June 18, 2019**

Robin Cook made a motion, seconded by Perry Harris, to approve the June minutes as submitted. Unanimously approved.

#### **Elect a New Chairperson**

Vice Chairperson Peggy Scott informed the Members of the Appearance Commission that Chairperson Leslie Larazus had resigned from the Commission. She asked for nominations for Chairperson.

Perry Harris made a motion, seconded by MaryFoy Ragsdale, to appoint Peggy Scott to serve as the Chairperson for the Appearance Commission. Unanimously approved

Perry Harris made a motion, seconded by Jeremy Pearce, to appoint Robin Cook to serve as Vice Chairperson of the Appearance Commission. Unanimously approved.

#### **Financial Report**

**Appearance Commission General Fund Balance** – \$2,365.00 will be remaining after estimated funding for approved projects. Estimated total for remaining project was \$29,000.00

**Donate-A-Tree Account Balance** – \$626.18

**J. B. George Fund Balance** – \$2,901.34

**J.P. George Fund Balance** – \$1,117.53

#### **Donate a Tree Brochures and Plaque**

Perry Harris made a motion, seconded by Vice Chairperson Robin Cook, to spend \$274.00 to purchase updated Donate a Tree Project brochures. Unanimously approved.

Chairperson Peggy Scott stated she would like a member of the Appearance Commission to be responsible for researching options for a new Donate a Tree Plaque. The current plaque only has three remaining donor spaces.

## **DSDC Report**

Jeremy Pearce provided an update to the Appearance Commission on the Downtown Smithfield Development Corporation's monthly meeting. Topics of discussion were as follows: Downtown Wi-Fi to be installed, Sami's Pizza will be moving from Selma to Downtown Smithfield next to the Diner, support for the Federal Tax Credits for downtown revitalization, interest in the old Town Hall and downtown events.

## **Project Updates: Johnson Street / Front Street Revitalization Project**

Chairperson Peggy Scott provided the following trees for the Johnston Street & Front Street Revitalization Project.

Front Street Left Side of the Road as you are traveling toward Hasting House

5 Autumn Blaze Maples Large 40-60 FT Tree

1 Crepe Myrtle Replace a dead Tree on the right hand side of Front Street

Johnson Street Starting at the west by Hastings House

2 Eastern Redbuds Forest Pansy 20-30' Tree

Sodosopa , Howell Theater, across the street next to Ruffin Johnson's Office

6 Cornus Kousa Chinese Dogwoods 15 – 20'

2nd Street corner in front of the Parking lot Across from the court house

~~2 Fantasy Crepe Myrtle 50' tree~~ -1 Autumn Bark Maple

Vice Chairperson Robin Cook questioned if there was a replacement plan for the Paper Bark Maple Trees on Market Street since a lot of them were dying. Lenny Branch responded he would share the approved NCDOT tree list with the Appearance Commission to determine what could be used to replace the Paper Bark Maple trees. Peggy suggested pruning the Crepe Myrtle trees on Market Street and in the median on 70 West. Perry Harris stated there were several trees along 70 West that needed to be replaced.

## **Wayfinding**

Chairperson Peggy Scott informed the members of the Appearance Commission the project was moving ahead. Jeremy Pearce explained the DSDC was informed the footers for the large gateway signs had been installed. Mrs. Scott stated the Appearance Commission was responsible for the landscaping of the large gateway signs.

Perry Harris made a motion, seconded by Jeremy Pearce, to authorize Public Works Director Lenny Branch to purchase the landscaping material for the Wayfinding Project and to purchase the trees for Johnston Street and Front Street Revitalization Project. Unanimously approved.

## **Grantham's well**

Vice Chairperson Robin Cook informed the members of the Appearance Commission that she had spoken with the contractor who was working on the Bingham House. This gentleman was to provide a quote to restore the Well Cover. Shannan Parrish informed the members of the Appearance Commission that she had spoken with Lena Park, granddaughter of the Grantham's, and she is willing to fund the restoration of the well. Mrs. Cook will contact Ms. Parks. Perry Harris suggested this project could possibly be an Eagle Scout Project. It was also suggested that the plaque on the well be enlarged.

### **WWII Rocks – Possible Relocation**

Chairperson Peggy Scott informed the members of the Appearance Commission that there had been some discussion on relocating the WWII Rock memorial from Johnston Street to another location in Town. This would allow people to know the history of the rock memorial. Some suggested areas were as follows: the Town Hall Park, the DAV Building on Buffalo Road or the Armory on Hospital Road.

### **Continued Discussion about the Boat ramp**

Chairperson Peggy Scott asked for suggesting about the boat ramp project. Lenny Branch stated he had spoken with Gary Johnson about constructing a larger picnic shelter with 4 picnic tables near the current location of the portable restroom. Mr. Johnson explained that area would not flood and vandalism would be at a minimum because Police Officers routinely patrol the area. The only issue with that location would be it would eliminate some of the boat and trailer parking spaces. It was suggested that a smaller shelter be constructed in that location. It was also suggested that a portion of the hill near the intersection of the greenway and the boat ramp road be leveled out to accommodate a smaller picnic shelter. It was further suggested that three or four of the smaller covered picnic tables could be installed at different locations along the greenway.

### **Adjournment**

Being no further business, Jeremy Pearce made a motion, seconded by Perry Harris, to adjourn the meeting. The meeting adjourned at approximately 6:22 pm.

Respectfully Submitted,



Shannan L. Parrish  
Town Clerk