

The Town of Smithfield Appearance Commission met on Tuesday, August 16, 2022, at 5:00 in the Town Hall Council Chambers located at 350 East Market Street, Smithfield, North Carolina.

Members Present

Stuart Lee – Chairperson
Robin Cook – Vice Chairperson
Peggy Scott
Carmen Zepp

Members Absent

Julia Narron
Kaitlyn Tarley
Michelle Choe

Staff Present

Lawrence Davis – Public Works Director
Shannan Parrish – Town Clerk

Staff Absent

Call to Order

Chairperson Stuart Lee called the meeting to order at 5:01 pm

Invocation

Chairperson Stuart Lee offered the invocation.

Introduction of New Member – Michelle Choe

Due to the absence of Michelle Choe, this item was not discussed.

Approval of Meeting Minutes – May 18, 2022

Peggy Scott made a motion, seconded by Vice Chairperson Robin Cook, to approve the minutes as submitted. Unanimously approved.

Financial Report

Appearance Commission General Fund: \$35,763

Chairperson Stuart Lee informed the members of the Appearance Commission the balance in the General Fund balance included this fiscal year's funding and funds carried over from last fiscal year.

Donate-A-Tree: \$600.00

JB George Fund: \$608.00

JP George Fund: \$566.00

Annual Report

Chairperson Stuart Lee reviewed the Annual Report with the Commission. He explained this would be presented to the Council at their September meeting.

95 on 95 Discussion

Chairperson Stuart Lee informed the members of the Appearance Commission there had been previous discussions concerning the branding effort of "95 on 95" since Smithfield was exit 95 off Interstate 95. If it cannot be branded, the project would allow the Commission to focus its efforts on the corridor from Exit 95 into the downtown area. The Commission discussed the landscaping around the welcome sign in that area. Lawrence Davis responded that because of the electrical connection, landscaping could not be installed on one side of the sign. The landscaping should be reshaped to enhance the overall appearance of the welcome sign. At the May meeting, the Appearance Commission voted to spend \$800 on landscape for the Welcome Sign. The Commission also discussed some type of freestanding art near the railroad bridge to mask the appearance of the bridge since the Town could not make any enhancements

to the bridge. Chairperson Lee stated he would like the Commission to discuss the "95 on 95" for the next few meetings to develop a plan for the area.

Vice Chairperson Robin Cook made a motion, seconded by Carmen Zepp, to have the Appearance Commission focus its efforts on the "95 on 95" Project. Unanimously approved.

Action Items

Boat Ramp Project

Chairperson Stuart Lee informed the members of the Appearance Commission that Shannan Parrish had been to the boat ramp earlier in the day. She provided pictures to the Commission for review. The fencing had been installed and the large rocks were due to be installed in the coming weeks. It was determined by Parks and Recreation Director Gary Johnson that 19 plants needed to be replaced: 9 Snowball Bushes, 5 Muley Grass and 5 Golden Mops. Mr. Johnson's staff will replace those plants in the Fall. Mr. Johnson was very pleased with the appearance of the Boat Ramp.

Mural Discussion

Chairperson Stuart Lee stated the approved mural was now at an estimated cost of \$14,127. He questioned if the Commission should consider revisiting the Art Walk Project instead of paying for a mural. He further questioned if it would be possible to work with business owners who wished to use their buildings for public art by providing \$1,000 for the purchase of supplies.

Carmen Zepp stated she had spoken to the Mayor of Wendell and she was willing to speak with the Commission about the Town of Wendell's beautification and art efforts.

Other Discussion Items

Light Poles in Downtown

There had been some discussion concerning the repainting of the black light poles in downtown. Upon further inspection, it was determined that an outside contractor would need to perform that work because all the paint would need to be removed before each pole could be repainted. Mr. Davis will investigate a cost for this project to pass a long to the Town Manager. This would potentially be a DSDC or Town project.

Downtown Planters

Chairperson Stuart Lee informed the members of the Appearance Commission that DSDC was interested in pursuing this project on their own. Vice Chairperson Robin Cook stated she would explore planter options for the front of Town Hall.

Adjourn

Being no further business, Carmen Zepp made a motion, seconded by Vice Chairperson Robin Cook, to adjourn the meeting. The meeting adjourned at approximately 5:49 pm.

Respectfully Submitted,



Shannan L. Parrish
Town Clerk