



## COMMUNITY ENHANCEMENT COMMITTEE

### MEETING SUMMARY

MARCH 26, 2018 – 1:00 PM

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**Announcement of participating CEC Members and acknowledgement of remote participation:** The following members were in attendance: Sue Callaway, Chair; Garnet Timbario; Donna Farrow; Carol Stevenson; and Don Chrobot. Due to illness, Diann Nazarian participated by remote access. No members of the public were present.

**Review and Approval of December 7, 2017 CEC Meeting Minutes:** The group reviewed the meeting minutes. A motion was brought forward by Carol Stevenson to approve the minutes and was seconded by Donna Farrow. The minutes were approved unanimously.

**Update on the FY 19 Budget Process:** Sue Callaway noted that the FY 19 proposed CEC budget as originally presented remains in the budget. No comments regarding the CEC budget were made at the Town Council Budget Workshop on March 23<sup>rd</sup> or any previous Council budget discussions.

**Update from Department of Public Works:** Don Chrobot announced that all plants have been ordered along with 300 grasses for the Route 1 Median rain gardens. When asked, Don said that the Welcome beds would be landscaped similar to last year. A brief discussion led by Diann Nazarian was held regarding the pruning and fertilizing of the Route 1 crepe myrtles and the pros and cons of when is the best time to prune them. Don assured the group that they were dormant when pruned and we will wait and see how this years' pruning style impacts their blooms. The group also continued the previous discussions about the Route 1 fencing between Sussex and Tern. Sue agreed to once again follow-up with Joe Hinks. Sue also sadly announced that Don Chrobot will be retiring effective August 1, 2018.

**Update on Power Wash Flyer:** Sue stated that she made a few adjustments in the draft Power Wash flyer regarding the reference to the Mercantile License and that it is Subject to Change. The group reviewed the draft. She also added a referral to the app Next Door South Bethany. The flyer shall be sent in an Email News Update on scheduled dates in March and April.

**Update on the Proposed South Bethany Fitness Area:** Sue Callaway stated that she, Don Chrobot and Maureen Hartman met with Charlie Walker of Liberty Parks on March 12<sup>th</sup> to discuss the site preparation for the Fitness Area. It was agreed to use the Engineered Wood Fiber as it meets the required accessibility standards. The initial layout will feature 4-5 pieces of equipment and double-sided signs to eliminate over use of signage. Charlie is donating a blank sign and frame that will be used for the Welcome sign that also lists "rules" as required by the town's insurance company. Sue will be working on the draft text of that sign along with Maureen Hartman which will then be forwarded to insurance company for review and approval. Don is working with contractor who will grade the area and make sure it is ready for equipment installation sometime after May 1. Don is also exploring costs for the border material that will help keep the wood fiber in place. All preparation costs will be funded by the FY 18 funds and will be spent by April 30. As an Earth Day activity, the group agreed to hold a fitness area clean-up on Tuesday, April 24<sup>th</sup> at 10:00 am. There are many branches, pine cones and limbs that need to be cleaned up to improve the area surrounding the fitness area. A CEC meeting will be held after the clean-up.

**Addendum:** Sue spoke with Robert Ehemann on March 27<sup>th</sup> regarding the future grant opportunity and the Letter of Request prepared previously. The letter has been approved by Bob and Maureen Hartman and the FINAL version was forwarded to Bob via email on March 28. This letter acknowledges the town's expenditures toward the fitness area and allows those funds to be used as the required match for the forthcoming grant opportunity sponsored by Bob's Parks Department. The grant will be announced sometime after March and grant awards determined by September. Should SB be awarded the grant funds, they will be used to improve the fitness area.

**Review and Selection of all Photography Exhibit Submissions and Discussion of Photography Exhibit Details such as size of photos, framing requirements and layout of Exhibit:** All photography submissions were reviewed by the group and decisions regarding their acceptance were made. They also discussed the photo logistics and what information needed clarity and change in the draft "Congratulations" letter to photographers. Deadlines and dates were discussed as well as the layout of the room for the Exhibit and the Opening Night and tasks associated with identifying photographers' work. It was agreed that the CEC will set-up the room on Friday, June 8<sup>th</sup> following the Town Council meeting held at 2:00 pm that day. The group will also continue set-up on Saturday, June 9<sup>th</sup> prior to the Opening Night. While Sue will pursue an estimate from a caterer for the Opening Night, it was agreed that paper supplies, balloons, signage and drinks would be purchased by the CEC prior to April 30 and future purchases may include finger foods if determined that caterer is too expensive.

**Addendum:** A DRAFT "Congratulations" letter was forwarded to CEC members and town staff on March 28. Comments are being incorporated and will be sent to all photographers on March 30<sup>th</sup>.

**Update on Adopt-A-Canal Program:** Sue announced that the application for the New Castle Road End had been received. Don has removed the junipers and agreed to build a bench for the area per request of the adopters. The adopters wish to meet with CEC on April 21 and since Sue will be out of town, Carol Stevenson agreed to meet. Sue will send email out including Adopt Committee members Bobbe Stephan and Pat Weisgerber to see if they are able to meet on that date. This road end is the last "top priority to be adopted" end as determined by CEC several years ago. The CEC is grateful for the property owner's willingness to adopt. In addition,

new adopt signs and wire stands have been ordered and a few more adopt contest signs have been ordered to accommodate future contests.

**Confirm Next CEC Meeting Date and Adjournment:** The group agreed to hold a meeting on Tuesday, April 24<sup>th</sup> after the Earth Day clean-up of the fitness area (10:00 AM). Lunch will be provided at the meeting and organized by Carol Stevenson.