

Regular Meeting of Town of Mansfield  
**BEAUTIFICATION COMMITTEE**

November 2, 2009  
Audrey P. Beck Municipal Building  
Conference Room C

Minutes

I. Call to Order and Roll Call

Chairman Brian Krystof called the meeting of the Beautification Committee to order at 7:04 pm. Members present: Brian Krystof, Patricia Maines, Jennifer Thompson, Frank Trainor, Carol Enright, and Richard Norgaard (7:07 pm). Member absent: Isabelle Atwood.

II. Review/Revision/Approval of Agenda

Motion made by Brian Krystof to accept the agenda as presented, seconded by Patricia Maines, all in favor, motion passed unanimously.

III. Business Meeting

Membership: Patricia Maines and Isabelle Atwood were reappointed to this Committee by the Mansfield Town Council. Their term of service has been extended to June 30, 2012.

Donations Account: As of 1/31/09 Fund Analysis, the Committee's finance account had a balance of \$472.06. Since that time, a donation from Garden Gate Club was received and expenses have included costs for barrels and annuals. A request will be made to the Town Finance Department to determine if an updated report showing revenue and expense detail for the year is available.

Projects Update:

- Removal of red fence at entrance to Town Hall on side facing E. O. Smith High School is still pending.
- Date is to be scheduled for the movement of the picnic table at the Town Hall to relocate it to the open area between trees and courtyard on side facing South Eagleville Road. Once moved, the table can be sanded and repainted for both employees and public use.
- Suggestion was received by the Committee from Kay Holt to address the cleaning of gutters and area at the Mansfield Center bus shelter. It was questioned whether the Town Public Works normally would take care of this if brought to their attention. Richard Norgaard thought he might be able to work with his son using a ladder to complete the project.
- The pot holes in 4-Corners are getting worse. The University is in progress of reviewing the water study. Water and sewer system improvements are on hold while wait for the University's financial assistance commitment.
- What is the status of removal plan for the sign out at the ribbon garden at the Town Hall? Although good for direction to some of the town departments, it is no longer

accurate to reflect all department locations currently. It would be nice for the sign to be either updated and relocated or at least just updated.

- There are presently 16 barrels the Committee updates seasonally. Sites include the Library, Historical Society, Gurleyville, Town Hall and the Mansfield Center bus shelters. Time for a clean out of the annuals. Mums were placed in those barrels located in Mansfield Center. Greens should be put in for the holidays. Those at the bus shelters are removed by Public Works for winter storage. Pat Maines will speak to Joyce Gagne about getting the greens from the Christmas tree farm. Intent is to get the greens in before weather turns to freezing temperatures – date(s) for project completion to be determined.

#### Recognitions:

1. Business – Letters and/or certificates of recognition shall be sent to the following businesses for their site beautification efforts during Spring, Summer, Fall months: Hockanum, AAUP (UConn), Ledgecrest and UConn Plant Science. Pat Maines suggested future publication of an article letting people know about reviewing areas for recognition may encourage other businesses to improve their sites. Jennifer Thompson offered to prepare a press release when time gets closer.
2. Residential – None.
3. Holiday Lights - Committee members shall meet on Tuesday, December 15, 2009, 6:30 pm, at Town Hall for the tour to review submissions for holiday lights recognitions. As his vehicle will fit seven people, Richard Norgaard offered to drive for the group. If weather is an issue, the review will be postponed until December 16.

Review/Approval of 2010 Meeting Schedule: Secretary provided members with a proposed draft schedule and listing of the legal holidays in the state. General discussion ensued regarding time and day of month for meetings. No regular meetings shall be held in July or August to vacation schedules. There is no regular meeting in the month of December; Committee shall only meet for the holiday lighting review. With these changes made to the proposed draft, all then being in favor, the regular meeting schedule for 2010 was approved.

Appointment of Chairman for 2010: Richard Norgaard nominated Brian Krystof to continue as Chairman for this Committee, Frank Trainor seconded, Brian Krystof accepted - all in favor, motion passed unanimously.

#### IV. Adjournment

There being no further business to come before the Committee and all being in favor, Chairman adjourned the meeting at 7:50 pm.

Respectfully submitted,  
Jennifer Thompson  
Secretary