

Minutes of the Beautification Committee Meeting held on July 14, 2016 at 5:45PM.

Present: Maria Hunter, Chairperson; Desiree Potvin, Secretary/Treasurer  
Justin Hunter, Joseph Ingenito, Diane Marrone

Absent: Robert Blair, Department Head; Martha Nask, Joseph Telesca

**1. Acceptance of Minutes:** Motion was offered by Justin, seconded by Diane, to accept the minutes of the meeting held June 9, 2016. All voted in favor of said motion and the motion was unanimously carried.

**2. Budget Report:** Desiree reported paid expenses since the last meeting as totaling \$177.57 from Home Depot for plantings at the Pool for their grand opening.

**3. Old Business:**

Police Department Sign - Justin noted the graphics have been delivered. He will be following up with Printing Plus next week to get an estimated installation date. He believes the panels still need to be ordered and the sign frame painted.

Street Pole Decorations - It has been determined there are no available poles on Smith Clove Road to erect decorations. Desiree has not received an answer from Orange & Rockland regarding the cost to install new hook-ups. She will send them another email. The Committee plans to erect more decorations as far north on Route 32 as Trout Brook Road and then fill in gaps between there and Woodbury Common. Justin stated he can build the units that are needed for the street lights to save money and then have an electrician install them. Would that be permissible? Desiree will see if she can find out an answer.

Buena Vista Circle - A request was made by the MW Garden Club to obtain funds from the Town to improve Buena Vista Circle. Unfortunately, the Town cannot fund a private entity/group. In addition, it has been determined that (1) this area is owned by the Village, not the Town and (2) the MW Garden Club has not provided insurance to indemnify the Town/Village for work they do/have done at this location. Based on the above, it was determined that the Beautification Committee will assume responsibility for the maintenance/upkeep of Buena Vista Circle. A letter will be written to the MW Garden Club thanking them for their service to date. In addition, Desiree will check with the Justice Court to see if there are any community service workers that can help with the clearing of this area.

**4. New Business:**

Annual Report - The annual report was discussed. Attached to these minutes is a draft version to be voted on at the August meeting.

Benches from Woodbury Common - Maria noted the Woodbury Common will be donating approximately a dozen benches to the Committee. These will be used to replace damaged benches and to fill in where benches are needed.

**5. Board Member Comments:** *None received.*

**6. Public Comments:** *None received.*

**7. Next Meeting:**

The next meeting will be held at 5:45PM on August 11, 2016 at Town Hall.

**8. Adjournment:**

With no further business to discuss, a motion was offered by Desiree, seconded by Diane, to adjourn the meeting at 6:30PM. All voted in favor of said motion and the motion was unanimously carried.

Respectfully submitted,  
Desiree Potvin

**Town of Woodbury Beautification Committee**

**DRAFT Annual Report – August 2016**

Pursuant to Chapter 16-5 of the Town Code

Officers:                   Chairperson – Maria Hunter  
                                  Vice Chairperson – Justin Hunter  
                                  Secretary/Treasurer – Desiree Potvin

Executive Members:    Joseph Ingenito, Diane Marrone, Martha Nask, Joseph Telesca

Meetings:               Regular monthly meetings are held at 5:45PM on the second Thursday of each month at Town Hall. Additional meetings are held when necessary. The meetings are open to the public and are posted on the Town’s public access channel and municipal website.

Areas of Concentration:

Town Hall	Victory Park	Perrone Circle
Animal Shelter	Buena Vista Circle	Police Station
Oak Clove Circle	Libraries	Highway
Village Hall		

Objectives:            To enhance the beauty and character of Woodbury as well as preserve its historic assets.

Activities 2015/2016:

- Holiday Decorations – Lighted ornaments used in areas noted above. Lighted bells, candy canes and holly along Route 32 in both Central Valley and Highland Mills. New for 2016 are drums.
- Seasonal plantings for the Memorial Day Parade
- Fall Harvest decorations and seasonal plantings in the areas noted above
- Spring/Fall clean-up and plantings.
- Purchased and Installed town clock at Police Station
- Purchased new rugs/chairs for Town Hall
- Installed electric at Perrone Circle (with Highway Department)

Goals for 2016/2017:

- Inventory holiday decorations and purchase replacement items where necessary
- Continue to enhance the landscaping along the Route 32 corridor on Town owned properties
- Work with all civic organizations and students that request our assistance
- Continue to work with community service workers
- Purchase signage for Police Department, Animal Shelter and HM Library/Senior Center
- Address property at Victory Park (sinkholes)