

Minutes of the Beautification Committee Meeting held July 13, 2017 at 5:45PM

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

Absent: Joseph Ingenito, Martha Nash

**Acceptance of Minutes:**

Motion was offered by Maria, seconded by Justin, to accept the minutes of the meeting held March 9, 2017. All voted in favor of said motion and the motion was unanimously carried.

**Budget Update:**

The following expenses have occurred since the last meeting: Orange & Rockland \$380.14; Home Depot \$341.06 (flowers/planters) and \$101.34 (flowers/flags).

**On Going Projects:**

Highland Mills Library Signage - Justin and Pat (from the Library Board) will be working in this and have a report at the next meeting. Estimated completion date is September 30.

Animal Shelter – Justin will check with Bobby Blair about the base for the sign but it is most likely that this will be done by a vendor (Orange Nursery) due to the Buildings/Grounds busy schedule. Printing Plus will be making the sign and D Lux will do the electric (including installing an outlet for the outdoor decorations). Estimated completion date is September 30.

Weeding - Maria noted anyone can weed whenever they are able to do so. Contact Justin to get bags and then Desiree can have someone from the Buildings/Grounds bring the bags to the Highway Department if the work is done during their schedule. Discussion was held about mowing of Oak Clove.

Holiday Décor - Justin suggested purchasing lighted spheres which can change colors for the different holidays/seasons. Motion was offered by Desiree, seconded by Joseph, to authorize Justin to spend no more than \$5000 on purchasing lights spheres and the associated hardware to go with them. All voted in favor of said motion and the motion was unanimously carried.

**Areas of Focus:**

Buena Vista – Maintenance of this area was discussed. This will be a primary focus for next year to create a rock garden and perhaps purchase a large artistic structure.

**Annual Report:**

The annual report was discussed and drafted for submission to the Town Board next month as required by the Town Code. Draft attached.

**Next Meeting Date:**

The next meeting will be August 10, 2017 at 5:45PM.

**Adjournment:**

With no further business to discuss, a motion was offered by Joseph T, seconded by Diane, to adjourn the meeting at 6:25PM. All voted in favor of said motion and the motion was unanimously adopted.

Desiree Potvin, Secretary

**Town of Woodbury Beautification Committee**

DRAFT Annual Report – August 2017  
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 2016/2017:

- Holiday Decorations – Lighted ornaments used in areas noted above. Lighted bells, candy canes, drums and holly along Route 32 in both Central Valley and Highland Mills. New for 2017 are lighted spheres/globes.
- Seasonal plantings for the Memorial Day Parade
- Fall Harvest decorations and seasonal plantings in the areas noted above
- Spring/Fall clean-up and plantings.
- Installed new signage for Police Station

Goals for 2017/2018:

- Inventory holiday decorations and purchase replacement items where necessary
- Continue to enhance the landscaping along the Route 32 corridor on municipal 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
- Address property at Victory Park (sinkholes) with Buildings/Grounds
- Buena Vista Circle - create rock garden to beautify southern entrance to Town and add electric
- Renovate sheds for optimal storage
- Relocate/Improve welcome sign at north end of Town