

SOUTHERN PINES APPEARANCE COMMISSION MINUTES
Regular Meeting
January 22, 2019

Board Members Present: Birtha Shaw, Stefanie Summers, Katherine Schirmer and Mary Elsesser

Staff Present: Chris Kennedy, Jack Taylor and Jeff Grey

Guests Present: None.

Birtha Shaw stated that the minutes for the November 27, 2018 Appearance Commission are not yet available for approval so they will need to approve the minutes from last meeting at a later date.

Committee Reports:

Landscape / Trees / Planters: Teresa Lenahan was not present but emailed her report on the tree replacements. Teresa Lenahan reported that the total cost of trees is \$5,500 plus labor. Gareth's Tree Service has not provided a quote, but it will probably be around \$200 per tree. Labor includes planting the trees and any brick repairs, as needed. Therefore, the total would be \$9,911.00. Teresa Lenahan committed to providing the final dollar amounts as soon as they become available. The Town plans are to replace trees on the 100 block of NE Broad Street with seven (7) Lacebark Elms and three (3) White Oaks. There are two (2) trees that will not be removed making a total of twelve (12) trees. On the 200 block of SW Broad Street, the trees will be replaced with six (6) Autumn Blaze Maples and three (3) Oak trees. On the 200 block of NW Broad Street, the replacement includes three (3) trees, two (2) Lacebark Elms and one (1) Autumn Blaze Maple. Tentative plans are to start this project on February 18, 2019. This will depend on weather and Gareth's Tree Service schedule, and should be completed by March 1, 2019 if all goes well.

General Appearance:

Adopt-A-Street: Birtha Shaw reported that she has no new updates to report.

Building and Property: Birtha Shaw stated that 268 N. Hale Street has cleaned up their property and should not be occupied but does appear to be occupied. The property at 261 N. Hale Street residential owner has not cleaned the property at present. I was informed that the residence is currently uninhabitable due to mold in a bedroom but it is currently still occupied. Property located at 213 N. Hale Street has been cleaned. Birtha Shaw contacted Town Code Enforcement Officer Lisa Webb regarding property located at 313 W. Wisconsin Avenue and property on the 600 block of S. Gaines Street where there are two old dwellings that need to be condemned. Assistant Town Manager Chris Kennedy stated that Birtha should contact the Town's Chief Building Inspector Eddie Garner regarding any homes that may be eligible for condemnation to see if they are already on the list or need to be added. Birtha Shaw stated that there continues to be unlawful dumping of trash on our roadsides. Birtha Shaw thanked the Town of Southern Pines staff for trying to clean up this trash as much as possible.

Old Business:

Committee Name Badges: Birtha Shaw stated that the Appearance Commission would like to have name badges stating that they are with the Town of Southern Pines Appearance Commission with a town emblem on them. Chris Kennedy stated that he will look into getting the badges.

Appearance Commission Members List: Birtha Shaw commented that the Board is continuing to lose members. Birtha Shaw stated that the Board needs to get the news out for people that may be interested in joining the Board. Mary Elsesser stated that any press release that goes out should also inform people on how they could join the Board if they are interested. The Appearance Commission could give to Southern Pines Business Association and the Chamber of Commerce information about the Board to let people know this is what the Board does and their general involvement. Chris Kennedy stated that it would be good for the Public Relations representative or subcommittee to inform the community about what the Appearance Commission does so we can get more people involved. The exposure may also benefit and justify continued budget allocations from the Town Council as they can see what the money is going towards and the benefits of continued funding.

New Meeting Dates/Times: Birtha Shaw stated that at the November meeting the Board decided to have our regular meetings at 8:00 am on the fourth Tuesday of every other month for the odd numbered month and a work session meeting on the same day and time in the even months.

New Business:

Arbor Day: Chris Kennedy asked what was needed for Arbor Day. Town Arborist Jeff Grey stated that everything is in place with the exception of refreshments and handouts for the school children scheduled to attend. Chris Kennedy stated that we need to make sure that everyone knows where and when to be attend, have a tent placed, audio, the proclamation, and the like.

Sprucing Up Southern Pines: Mary Elsesser stated she would like to suggest changing the work sessions date for the month of April to the following week because the nominations for the awards are supposed to be in by the end of April and we could use that as a judging session. Chris Kennedy stated that the judging could be done in the month of May. One could submit the ideas at the March meeting and have everything ready to go so by May the Board could pick the winners and then they will go to the June or July Town Council for the awards. Birtha Shaw commented that in the award policy it states you can choose to nominate up to eight (8) qualified winners but we usually nominate six (6). If the Board seeks to award eight (8) recipients, the Town will need to order additional award signs. Mary Elsesser stated that the Sprucing up Southern Pines award policy is a list that shows what criteria they will need to meet to be nominated. Discussion ensued on the policy criteria needs to meet to receive a reward.

Miscellaneous: Jeff Grey stated that they have been analyzing the magnolia trees downtown and he has contacted a contractor to assist in the assessment of the trees. Eleven (11) trees remain in the downtown park of the 15-16 that were initially planted. In the past, the trees were not pruned properly and that has caused issues with the trees, primarily wood decay. Jeff Grey commented that he has been given a quote for \$3,000 to repair the trees.

With no further items to discuss, Birtha Shaw entertained a motion for adjournment. Mary Elsesser made a motion, 2nd by Stefanie Summers. Motion passed unanimously.

The next meeting of the Appearance Commission will be on March 26, 2019 at 8:00am.

Submitted by:
Debra Fisher
Town of Southern Pines