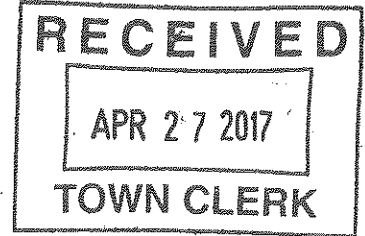


December 19, 2016

**Town of Provincetown Beautification Committee
Caucus Hall ~ Provincetown Town Hall**



4:02 PM ~ Meeting called to order

Present ~ Bill Docker, Allan Mckinnon & Anika Costa.

Excused absences ~ Frank Vasello, John Krajovich & Curtis Balom

Not present ~ Eric Larsen

Public Statements ~ None

Request by Allan to take agenda out of order and do Treasurer's Report ~ Agreed ~ 3~0.

General Fund : \$ 5,497.20 Gift Fund : \$ 6,391.73

Invoices to Pay :

**Garden Renovations : \$ 230.00 Bill motions to pay ~ Allan seconds ~ So voted ~ 3~0.
Invoice # 4554 11~3~2016**

**Obrian & Sons : \$ 770.00 Allan motions to pay ~ Bill seconds ~ So voted ~ 3~0.
E. Pierce bench slat Invoice # 1161767-IN \$ 385.00**

A. Tarvers bench slat Invoice # 1161768-IN \$ 385.00

Bench Report : Anika reports on bench orders that have been placed and received and discussed status of future orders. She will verify status of past requests.

Chair Report : Bill Docker reports that he has emailed Richard Waldo, Director of D.P.W. regarding the following matter:

Request to remove three dying birch trees from the M.P.L. Garden lot. They are labeled as memorial trees, however they are not listed on the town's memorial tree list. Further discussion about the M.P.L. Garden lot included the need of an irrigation system and replacing trees with shrubs or flowers.

Tree Warden Richard Waldo determined that the cherry trees located at 350 Bradford Street were in poor health and not to be relocated to another town space. The trees were removed and replanted on private property. The trees were in memorium to a relative of Barbara Rushmore and she approved of the decision.

The tree for Christine Gonsalves is still at the base of the Johnson Street parking lot, however the name plaque is missing. Bill contacted Christine's sister Betty White and asked her what wording she wants on a new plaque.

Bill handed out Wellfleet and Nantucket's rules regarding the "memorializing" of benches and trees. Assistant town manager David Gardner wants our committee to develop policy and guidelines for naming benches or trees in public places. We need to review the handouts and form a working group.

12/19/2016 minutes continued :

Provincetown 400 Meeting Update : Bill attended the meeting and reports that he explained what our vision is of the town's public spaces as well as Pilgrim Park. As a committee, we do not have funds to contribute to larger projects. It was a great meeting and included conversation about grant money for projects like Pilgrim Park.

We received the town's list of memorialized trees and discussed the day lillies planted at the base of the trees in M.P.L. lot which face the M.P.L. Restrooms. The day lillies have grown too tight so that the water does not permeate to the tree roots.

Bill motions ~ To remove the lillies, dig down and replace the soil and to use fertilizer spikes for 2017 season vs looking at a different species of tree to plant in that area. The lillies would be replanted on the perimeter of the Grace Hall lots between Bradford Street and Captain Bertie's Way but not on the slope.

Allan seconds the lily motion ~ So voted ~ 3 ~ 0.

Damaged tree across from Post Office ~ Eric not present to give update.

Library Board of Trustees Lawn & Wall reply & meeting : Frank attended the library trustee meeting and reported to Bill that the library loves what our committee has done to the grounds. They are seeking C.P.A. funds to replace the existing east side stone wall.

Frank commented to the trustees that with the irrigation working , the grass has come back and can now be mowed. In order to deter children from rolling down the slope, Frank suggested that two more planters be placed at the top and a post and chain structure be placed at the slopes bottom vs installing a wall.

New Business :

Charter Commission Request & Reply : Bill reports that the town's Charter Commission requested that we redefine ourselves as a committee for the town charter which is being revised.

Who are we as a committee? Where do we overlap?

Our Mission Statement : Bill presented the original and a new mission statement for us to preview. Along with the new mission statement would be a committee name change to :

" Provincetown Public Space Committee"

Bill has asked our town clerk the logistics of changing our mission statement and name. The process is for us to present our reasons for the changes to the selectman. We will ask to be put on the 2/6/2017 selectman's agenda.

Alan motions that we accept the new, revised mission statement ~ Bill seconds ~ So voted ~ 3~0.

Town Meeting ~ Warrant Planning : We look to clarify our relationship with the Provincetown Planning Board. What is our role and involvement in projects such as Pilgrim's Park, Bas Relief or Lagasse Pier? We can look at site reviews and we discussed getting the heads up about the agendas of meetings, in case we want to comment on a project. The ship has sailed on the Bas Relief design plans but not on Pilgrim's Park.

12~19~2016 minutes continued :

We will not need to present our name change or new mission change at town meeting.

Tree Policy Handout : New policy handout presented and reviewed. Consensus is to approve as written.

Bill motions that we approve th policy ~ Allan seconds ~ So voted ~ 3~ 0.

Approval of previous minutes from October & November 2016.

Bill motions to approve October 2016 minutes as amended for typos ~ Anika seconds ~ So voted ~ 3~0.

**Bill motions to approve November 2016 minutes as amended with financial figures added.
Anika seconds ~ So voted ~ 3~0.**

Any New Business : Informal discussion of tree memorializing, tree inventory list by Margaret Murphy and Anika, Margaret's plans for Arbor Day celebration ~ clean-up project and Anika to contact Arnold Arboreum to identify available tree tags for memorial trees.

David Panagore suggested to Bill and Frank that we make a style book for the public listing information on the benches, trees, planters, lighting styles, cigarette containers, etc. that we have used in our projects. Signage inclusive of fonts and writing style should be included as well as our use of black mulch.

Next Meeting : February 8, 2017 ~ 3:30 PM

Bill motions to adjourn ~ Allan seconds ~ So voted ~ 3~ 0.

Respectfully Submitted,

Anika M. Costa

Anika M. Costa

