

Town of River Bend

Community Appearance Commission Special Meeting Minutes

May 10, 2022

Attendees: Brenda Hall, Lona Farula, Nancy Dell'Aria, Donna Perry, Barbara Maurer, Council Liaison

Next Meeting: Wednesday July 20, 2022 at 4pm in the Municipal Building.

1. Call to Order 2:34 pm. The meeting was designated as a Special Meeting due to time and date change.
2. March 16, 2022 CAC Minutes approved. Motion made by Lona. Seconded by Donna.
3. CAC Project Updates:

- Lighted Crab Pot Globes -

Parks & Rec has agreed to co-host four workshop classes with CAC to teach residents how to make the crab pot globes. Residents will make a globe for the town as well as for themselves. Classes will be up to 18 residents at a cost of \$10 per resident. First classes to be held on June 1 and June 4, from 11am to 1pm, at the River Bend Municipal Bldg.

Nancy, Lona, and Brenda have purchased supplies for the upcoming classes.

Meg will set up a meeting with Mary Iorio for the CAC members to learn how to make the globes and make a prototype. Meeting set for 5/12 at 10 am in the Municipal Bldg.

Parks & Rec will advertise the classes soon.

Mary Iorio will sign up the residents and collect the money.

- Beautification and Festive Awards -

Plan will be to start the program this Fall after Town Manager and Town Council have approved. Plan is to start with Halloween replacing Parks & Rec Halloween Mailbox Contest.

Working group will explore parameters of awards held and develop details of program.

- Plantation Median Revamp

Brenda discussed the possible revamping the median on Plantation Drive with the Town Council, the Mayor and the Town Manager at the FY 22/23 budget planning meeting.

Tom Glasgow, Cooperative Extension Coordinator, will present his findings about the Plantation Median at a meeting with CAC and Town Manager later in the Summer.

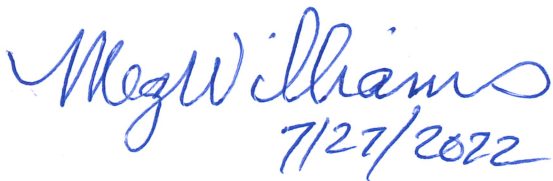
4. CAC Budget for FY22-23

Presentation to be made to Town Council by Brenda Hall during the May budget planning meeting.

5. CAC members should provide Volunteer Hours at each meeting to provide to the Town Clerk. Write the time spent on your calendar to help remember.

6. New Town Ordinances have been approved by the Town Council. CAC has 7 member positions, 5 of which are currently filled.
- CAC still has 2 open positions. There are no alternate positions any longer.
 - Terms expire on June 30th for Meg Williams and Brenda Hall, unless they indicate their interest in continuing their appointments.
 - Need to elect Chair, Vice Chair and Secretary at July meeting.
 - Quorum of 3 members is needed to hold a meeting with current membership numbers.
 - Draft of CAC meeting minutes are due to the Town Clerk within 5 days of CAC meeting.
 - Signed and Approved CAC meeting minutes are due to the Town Clerk within 10 days of CAC meeting.
 - CAC must advertise the membership openings before accepting new members. Potential Members should attend a CAC meeting before applying for approval.
 - If CAC supports the new member candidate, then Town Council has to approve the applicant.
 - CAC members who quit must be re-assigned by Town Council before reinstatement.
 - Requests to Advisory Boards are delivered through the Town Manager.
7. Meeting Adjourned at 4:04pm.

Minutes approved July 20,2022



Meg Williams
7/27/2022

Meg Williams, CAC Secretary