

Town of River Bend  
Community Appearance Commission  
January 15, 2025 DRAFT minutes  
River Bend Municipal Building, 4:00 PM  
51 Shoreline Drive, New Bern, NC 28562

Members present: Chairperson Brenda Hall, Maryann Taylor, Donna Perry, Pat Lineback, Lisa Benton - Town Council Liaison

Visitor present: Deb Alkoff, Barbara Maurer

1. The meeting was called to order at 3:56 PM.
2. Minutes of November 20, 2024 CAC meeting - Maryann Taylor made a motion to approve and was seconded by Pat Lineback.
3. Minutes of the December 17, 2024 Special meeting - Pat Lineback made a motion to approve with the correction of Mr. Fogle's last name and was seconded by Donna Perry.
4. Discussion about new, ongoing, and annual projects, programs, events, and workshops for 2025:
  - a. Projects
    - i. Plantation Median Rejuvenation Project – no updates to report. The question was posed as to whether asking for donations or sponsorship is acceptable. There is currently no official town policy prohibiting sponsorship or donations. Once the proposal is finalized there will be a special meeting held to discuss planning and logistics.
    - ii. CAC Sidewalk Gardens, Raised Bed Garden, and Veteran's Memorial Garden
      1. Sidewalk gardens and raised bed gardens are doing well except for one which the deer have destroyed. This will be replanted with ferns. Maintenance will be assigned to committee members or volunteers on a monthly basis.
    - iii. Discussion of new project ideas
      1. No new project ideas offered.
      2. Brenda reiterated that CAC is always willing to support other committees if asked.
      3. Lisa reported that an electric sign has been ordered by the town to advertise town events and other important information.
  - b. Programs
    - i. Festive Award
      1. Independence Day Festive Award will continue. Nominations will be 6/28/2025 to 7/1/2025
      2. Fall Festive Award and Christmas Festive Award will continue.
    - ii. Beautification Award

1. April has been eliminated. CAC will continue offering May and June award months for one more year and then evaluate participation. Neighborhood entrances will be added to the award program for both months.
- iii. Arbor Day
    1. Event dates will be March 22, 2025
      - a. Discussion of inviting Scouts and making birdhouses
        - i. Discussed contacting Clay Hodge concerning workshop and/or birdhouse building. Pat will contact Clay.
      - b. Brenda will contact Ellen Serra to ask if the library would like to participate.
      - c. Lisa Benton will talk with the mayor concerning the Arbor Day Proclamation.
  - iv. Fall Hayride will be investigated by Brenda.
  - v. Christmas Festive Award Town Tours
    1. CAC will continue to make this an annual event due to overwhelming positive response. If a third trolley run was added we could accommodate about 140 participants.
    2. Sponsorships for both trolley rental and hot chocolate/coffee are being considered. Lisa will discuss sponsorship at the February work session. Organic Garden club has a 50 cup coffee pot they might be willing to loan.
- c. Workshops
  - i. Crab Pot Christmas Globes
    1. Discuss whether to continue making globes for the Town if they are not all hung. Only about 50% of the globes were hung last year. The residents enjoy the globe workshop so one solution is to offer two globes where the residents keep both, or make one ball and a luminary. Could there be a choice of two globes, luminary only or one of each?
    2. Globe storage is a continuing issue. Lisa and Brenda will tour and evaluate the storage methods for the globes.
  - ii. Independence Day craft
    1. CAC will continue to offer the star workshop.
5. Volunteer hours are needed from CAC members
  6. Recruitment ideas for CAC Volunteers.
    - a. Advertise for new members at Arbor Day, Town Council meetings, workshops.
  7. Budgetary requests may include additional funds for workshops, additional trolley run and median project.
  8. Updates from Town Council Liaison
    - a. Pickleball is still being discussed by Town Council. Budget kickoff is upcoming. Two new members for Parks and Req were approved.
  9. The meeting was adjourned at 5:50 PM.

Submitted by Pat Lineback

*Pat Lineback*