

Town of Mansfield - KMB Meeting Minutes



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"Empowering residents, businesses, and government to make Mansfield a greener, cleaner place to live, work, and play"

KEEP MANSFIELD BEAUTIFUL COMMITTEE

Meeting Minutes

Meeting Date: 12 April 2022 @ 6:00 p.m.

Location: MBC Room-Mansfield Town Hall

Attendees: Jeff Ward (Chair), Mike Healey, Mike McCarthy, Martha O'Connell, Janice Wivagg
Absent: Ana Newell, Pat Colbert

Welcome & Call to Order

- Meeting called to order at 6:05 p.m.
- Motion to accept minutes from previous meeting of 15 March 2022. Minutes unanimously approved.

Treasurer's Report

March 15, 2022 Report - KMB Funds

Deposits

\$8,955.49 (Funds at Town Hall)

\$330.85 (Funds at Bluestone Bank)

\$216.04 (Funds at PayPal)

(\$546.71) (Funds reserved at Town Hall - Lori Weiner Memorial Bench Fund*)

Net Total: \$8,995.68

Payments (Expenses paid this month)

- CreateMyTee: \$3,600.00

Donations received as of 12 April 2022 (via PayPal):

- Susan Feely: \$50.00 / **\$48.06 net**
- The Crockett Family: \$100.00 / **\$96.82 net**
- Christina Seiler: \$10.00 / **\$9.22 net**
- Philip Shea: \$25.00 / **\$23.79 net**
- Bailey Tighe: \$40.00 / **\$38.35 net**

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Report Discussion Item - Resolution from 12 April 2022 Meeting

Note

- *This should be the last discussion needed regarding reserve funds (\$546.71) at Town Hall for the Lori Weiner bench. DPW agreed to take the \$100 shortfall in funds and move forward with the memorial bench installation. The actual bill for the bench was \$1400. The family agreed to make up the difference between the KMB amount in reserve and final cost.

March 15, 2022 Report - KMB Funds

Deposits

\$12,555.49 (Funds at Town Hall)

\$330.85 (Funds at Bluestone Bank)

(\$546.71) (Funds reserved at Town Hall - Lori Weiner Memorial Bench Fund*)

Net Total: \$12,339.63

Payments (Expenses paid in March)

Reimbursements made to Mike Healy for items purchased:

\$1,431.25 (5 cases of trash grabbers for Great Mansfield Cleanup 2022)

\$216.54 (10 new flower barrels)

\$1,647.79

Donations received as of 15 March 2022

- None

Fundraising

- Shaw's and Stop and Shop's Reusable Bag Fundraisers for KMB were in progress through end of month of March.
 - Stop & Shop program income - **\$56.00**
 - Shaw's program income - **\$19.00**
- KMB fundraising letter is finalized for the mailing planned for after the annual spring cleanup.

Ongoing Programs

1. Great Mansfield Cleanup 2022

- **Spring Cleanup Date and Time:** Saturday, April 30th – 9:00a.m.-11:30 a.m. As of 11 April, 300+ volunteers are registered to participate.
- **Cleanup Promotion:** The one-day event is publicized in social media as well as by posters created by the children at Qualters Middle School and flyers distributed around Mansfield. The Rte. 106 promotional banner is also in place.
- **T-shirts** - Event T-shirts arrived and are yellow with the Keep Mansfield Beautiful event logo and include the word "Volunteer" with the KMB website address on the back of the shirts.

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- **Gloves & Grabbers:** Jeff Ward purchased gloves for the participants and will submit receipt for reimbursement. Mike Healey has the grabbers for the cleanup event. These will be distributed to the Precinct Captains.
- **After Cleanup Celebration Picnic:** The celebration picnic event is planned from 11:00 a.m. – 1:00 p.m. on the South Common. Jeff Ward submitted the necessary paperwork and received BOS approvals. BOH permits were completed with the assistance of Mike Healey at no charge. Old police station lot can be used for extra parking for picnic. BOS did not indicate if we require extra police detail for traffic.
- **Picnic Food:** Participants can enjoy “grab and go” type foods after dropping their trash at the Town Hall parking lot. We expect 150-200 participants to stop by the picnic area. The menu will include: pizza, chips, cookies, donut holes and small water bottles. Mike Healey was able to procure a donation of 10 cases of small water bottles from Stop & Shop. He will solicit a donation of extra cases from Shaw’s. Pizza may come from Cousins Pizza or House of Mansfield Pizza rather than Domino’s this year. Domino’s delivered to the event in the past, but did not offer KMB any price reduction. Will ask chosen vendor if delivery and any discounts are available. Vendor will also need to be able to handle volume needed.
- **Other Picnic Donated Supplies:** Michelle Ward will reach out to Teresa Rhein and Martha O’Connell for additional picnic event support. Michelle has already received some donated supplies including: luncheon napkins (6,000), heavyweight paper plates (500), individually wrapped plastic cups (1,000), hinged lid food containers (150) and individually wrapped cutlery kits (fork, knife, spoon, S&P packet, napkin) (250). **Other considerations:** We need to purchase a few pairs of gloves for food handling. We may also need tongs if we have donut holes and cookies. Do we need to individually wrap cookies?
- **Tent & Tables:** Suggestion was made to bring our KMB tent to the picnic. It requires 4 people to set up and take down but committee members think it’s important to display the KMB brand at the event if the weather permits and it’s not too windy. We will need a few long tables to hold the food, etc. Pat Colbert suggested that we purchase 3 tables as we will also need them for Family Fun Night. We will need a place to store them. Cost of the tables is approximately \$45 each.
- **Music:** A sound system will be needed if we plan to play music. Jeff Ward is following up on options. Suggest checking with DPW on how they handle similar events at the South Common.

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- **Picnic Trash:** Check with DPW to ensure we have extra receptacles for picnic trash.
- **Restrooms at Town Hall:** Restrooms will need to be open during the picnic event for participants' use. **Questions:** Do we need signage to direct participants to restrooms? Do we need to lock Town Hall door after the picnic?
- **Other Cleanup Event Action Items:**

Jeff Ward and Pat Colbert are preparing the messaging template for the precinct captains and will have a brief call on Tuesday, 19 April to finalize any messaging with the leaders so they can reach out to their precinct volunteers with information on supplies.

Cleanup Event Precinct Leaders:

- Precinct #1: Jeff Ward
 - Precinct #2: Deb Snyder (replaced due to injury)
 - Precinct #3: Ana Newall
 - Precinct #4: Pat Colbert
 - Precinct #5: Janice Wivagg
 - Precinct #6: Pat Colbert
- ***Note for J. Ward:*** Extend an invitation to Joshua Reinke and Kevin Dumas to attend a future committee meeting in thanks for the 2k appropriated to KMB. Upcoming committee meeting is **Tuesday, 10 May.**

2. Flower Barrels

- The pansies are ready at Patrick Lyons. Pat Colbert will work with DPW and Mike Healey to coordinate the flower barrel placements and planting. Planting is scheduled for Tuesday, 19 April.

3. Painted Barrels

- Eileen Cusack, contact for the Cultural Council, is coordinating with MHS Art Dept. teacher, Derek Harding, to get permission for HS students to paint 2 new barrels that will be placed at Memorial Park. Mike Healy will deliver the barrels when the HS is ready to accept them sometime during the week of 25 April.
- The Cultural Council would also like a barrel for their tent at Family Fun Night.

4. Adopt-a-Spot

- Ana Newell sent communication out to the current Adopt-a-Spot Program list and has received confirmation from most that they will continue to participate in the program. There is a new request for an adoption site by Fine Landscaping.
- Item discussed at Downtown Committee Mtg. of 4 April 2022: The sidewalk garden on N Main Street beside Happy Hollow gallery was previously maintained by the Mansfield

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Garden Club. There are several bushes that are overgrown at the site - at least one that extends over the sidewalk near a much needed town trash receptacle. There are also several ornamental grass plantings around the bench that tend to get unwieldy and collect unwanted trash during the growing season. Garden Club wants to relinquish maintenance to KMB. This site could possibly be a new AaS site. Josh Reinke of DPW indicated DPW would assist with some garden cleanup if requested.

- New business sign at the corner of Otis St. in West Mansfield is still awaiting DPW to complete curbing work. Ana Newell will work on garden design with local resident once work is completed. Josh Reinke was reminded about this site work at the April Downtown Committee meeting.

Notes for Ana:

Ana can contact Josh Reinke about getting assistance from DPW on cleanup of garden site on N Main if KMB decides it is a good fit for AaS Program. Ana can also follow up with Josh Reinke on timing of DPW work at the Otis St. site so resident who plans to adopt the site can be updated. Also ask Ana to follow-up with Todd Richardson on this item: "Would Mr. Richardson like a barrel for rainwater placed at the Otis St. site once garden is established there?" Mike Healy would place a barrel there if requested.

5. Adopt-A-Street/ MA Litter Cleanup Crew

6. We Noticed

- Stop & Shop has agreed to perform trash pickup on their property where Mike Healey used to clean regularly. Mike will take up doing some future cleanup on the corner near the dentist office at that site. Suggest we do some type of "We Noticed" recognition for Stop & Shop.
- Pending recognition for the Trattoria Romana restaurant as committee is waiting for spring landscaping to be completed at that site.

7. Monthly Litter Busters

- Mike Healey updated the committee on the last successful monthly cleanup at the S Main ramp – Gladiola Terrace to Rumford River. Mike Healey, Neil Rhein and several volunteer scouts collected 28 bags of trash during that cleanup.

Additional Projects/Initiatives

1. Highway On/Off Ramps - No new discussion.

2. Adopt-A-Highway

The two signs that recognize Keep Mansfield Beautiful as the highway adoptee are in place. The committee should organize an activity before July and August.

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3. 'No Litter Zone' Signs - No new discussion.

Miscellaneous

1. Open KMB Committee Seats – Soliciting 2 candidates. Kelly Kemp will be invited to attend next KMB meeting.
2. Social Media – No new discussion.
3. Item/Program/Budget Wish List

Note: Jeff needs to extend invitation to Josh Reinke and Kevin Dumas to a future committee meeting as a thank you if 2K funding for KMB is approved for July.

4. Wildflower Bombs - Email was sent by Martha O'Connell to Eva Hourigan, MHS student with 4H project, regarding the seeds contained in her wildflower bombs. KMB is sponsoring funds for her project. Kevin Dumas and Josh Reinke are interested in the height of the plants as a request was made by local residents to plant wildflowers on an embankment on County St. near the railroad bridge. There are height restrictions for plantings to ensure traffic site lines are not negatively impacted. No response back from Ms. Hourigan as of 12 April. Follow-up needed before next Downtown Committee meeting on 2 May.
5. Proposed Nip Bottle Ban - Presentation was made to the committee members at the 15 March 2022 meeting by Sally Fehervari and Julie Jones, Mansfield residents, to share information and gain support on a warrant filed for May Town Meeting for the proposed ban on <50 ml plastic nip bottles in Mansfield. The committee decided to take no action at this time for supporting the warrant.
6. Family Fun Night – July date TBD.

Upcoming Expenses/Approvals – No new discussion.

Meeting Adjournment

Rescheduled

Next Meeting Date: 17 May 2022 @ 7:00 p.m.

Meeting Adjourned: 7:00 p.m.

Minutes approved on: 17 May 2022 at 7:01 p.m.

Secretary signature: *Martha E. O'Connell*