



West Deptford Township Beautification Committee  
May 19, 2016  
MINUTES

1. Call to Order
  - a. Chairman, Rick Nichols opened the meeting with the open public meetings notice. "Adequate notice of this meeting has been given by notifying the South Jersey Times and the Courier Post, posting the meeting date on the official bulletin board of the Township Municipal Building, posting on the Township website at [www.westdeptford.com](http://www.westdeptford.com) and filing written notice with the Municipal Clerk".
2. Attendance/Roll Call, Secretary Chris Hutchinson did Roll Call.
3. Approval of Minutes: Motion made by, Megan Kerr, seconded by Matt Moore. All in favor.
4. Review findings of Township Tour
  - a. Administrator Turner-Fox attended and reminded members that they are an advisory committee with their liaison being the Mayor, Denise DiCarlo. All requests for staff support and information need to be channeled through the Mayor and the administrator's office for priority and accountability purposes. The zoning official will be responding to the committee's request to evaluate the possibility of selling parcels on the list provided to her, but the Administrator noted that some of the parcels were deed restricted and therefore not able to be sold so re-purposing them or modernizing them would be needed. She also noted that the old wrestling building on Crown Point Road was being used by Little Theatre for material storage in agreement with the Township so it was not vacant, but if vacated it could be sold or re-purposed. Administrator Turner-Fox also had done an Environmental Resource Tour and was impressed with the inventory of township resources. She also spoke about re-purposing some of the open fields such as using wildflowers in large grassy areas.
5. Review Beautification Committee Award Initiative
  - a. Chairman Nichols discussed the use of certificates for the award. He will create a design for the certificates. We also discussed the need for rules regarding the award. By next meeting, he would like to have a nomination for the Beautification Committee Award. Every member was asked to bring in a picture of a potential nominee.
  - b. It was discussed that we would need property releases.
  - c. Matt Moore will get ID's made for the Beautification Committee.
  - d. Carol May suggested putting our criteria in the West Deptford Newsletter. We need Tim Scafitti, the Township Solicitor, to provide us with criteria. We can put the award winners in the West Deptford Calendar.
6. Upcoming Events:
  - a. Island Cleanup
    - i. The RiverWinds Island Cleanup is scheduled for May 21<sup>st</sup>. With the forecast of rain for May 21<sup>st</sup>, a decision was made to change the Island Cleanup to Sunday May 22<sup>nd</sup> at 8am until the job is completed. Administrator Turner-Fox, will send an email blast for the date change. Chairman Nichols, will post to the West Deptford Town Talk Community of GreenFields. John DiCarlo said he would let the Recreation Committee know.
  - b. Adopt An Island

- i. The Beautification Committee will adopt the first island at RiverWinds.
- ii. PAL will take the second island.
- iii. The next island will be offered to another group.
- iv. Chairman Nichols asked if we could get a signs to put in the islands.
- v. Next year, we will coordinate with other groups to mulch and take care of their own islands. Chairman Nichols stated that we need to develop a form letter with criteria to adopt an island because this will be an ongoing commitment.
- vi. Administrator Turner-Fox, stated that in order to get signs made, we must get quotes from several businesses that make signs. We will then give her a design of what we want, and she will take it from there.

7. Action Steps:

a. Review Progress of By-Laws

- i. Mayor DiCarlo went through the By-Laws and made suggestions. Chairman Nichols will make corrections, submit, and then review at our next meeting. We need to bring any suggestions and changes, and then vote on the By-Laws at our next meeting. Note the highlighted portions and note that Article IV needs to be reviewed, which suggests the appointment of a Treasurer to the Board.

b. Review 3-Year Plan

- i. At our next meeting, we need to firm up a three-year plan and our fundraising goals. The committee will strive to undertake projects throughout the year. We need to raise funds necessary to balance our goals and objectives.

8. Old Business:

- a. There will be no meeting on June 16<sup>th</sup>, due to the fact that it is West Deptford High Schools Graduation. The meeting will be postponed to June 30<sup>th</sup>. Administrator Turner-Fox, will notify the Township of this change. We will have no meeting in July. Our meeting on August 18th will remain as scheduled.

9. New Business:

- a. Matt Moore discussed the billboard on the South end of town on Crown Point Rd.
- b. West Deptford Fun Day is scheduled for September 24<sup>th</sup>, 2016. Beautification Committee will have a booth.
- c. Kim Mehaffey will look into having shirts made for the Beautification Committee.
- d. Kim Mehaffey made a motion to open the meeting for public comment
- e. Mike Tighe seconded the motion.
- f. There was no public in attendance and no comments made.
- g. Megan Kerr made a motion to close the public comment period.
- h. Carol May seconded the motion.

10. Adjourn

- a. Rick Nichols made a motion to adjourn the meeting
- b. Megan Kerr seconded the motion
- c. All voted in favor to adjourn the meeting and confirmed the next meeting date of Thursday, June 30th, 2016 @ 7:00 pm RiverWinds

Submitted by Christina Hutchinson,  
Secretary, Beautification Committee