**NHPL LANDSCAPING ADVISORY COMMITTEE MEETING MINUTES**

 **May 25, 2023 10:00AM**

**Committee Members: John Bottomley; Lisa Cote, Dana Hooper, Audrey Prior; Emily Creighton, Chair; Kathleen Kilgore, Trustee Rep Meeting came to order at 10AM**

Members present: John Bottomley, Audrey Prior, Kathleen Kilgore, Emily Creighton

1. Approval of Meeting Minutes: April 19, 2023– Approval Motion made by Ms. Prior; seconded by Mr. Bottomley; unanimousII. Committee reviewed Landscaping Action Items: See pages 2-4 III. Other Items that came before the Committee: See pages 3-4 IV. Meeting adjourned at 11:55AM V. Next meeting: Thursday, June 29,2023, 10AM in the Library Reading RoomMinutes prepared by Emily Creighton
2. 2 DRAFT NHPL LANDSCAPING ADVISORY COMMITTEE ACTION ITEMS MAY 25, 2023I. Assess Monitor and Maintain A. Irrigation – Sprinkler - Spring system check of each zone turned on and tested. B. Fertilizing Grass, Plants, and Shrubbery - Ms. Kilgore and Mr. Chancey will be fertilizing no later than the first week of June. They both have assessed that the lawn needs seeding and aeration as well. Mr. Bottomley repeated the committee’s position that an outside landscaping person/company is needed. Ms. Creighton voiced that at a minimum, that individual or company is needed for Spring and late Fall preparation and cleanup. Ms. Kilgore mentioned that she will get a quote from Pascataqua Landscaping and Tree Service company and will present this information to the Trustees at their June meeting. Mr. Bottomley also suggested Oceanside and A Stone’s Throw Landscape companies. RECOMMENDATION: Contract with a Landscaping Company or Individual as soon as possible for the Spring and Fall preparations and cleanup. C. Yew Hedges (left side of terrace) – Fertilize, water, trim, possible replacement in 2 years Mr. Bottomley thinks replacing the Yews are too costly to replace at this time. Ms. Prior says the Yews are looking much better and beginning to fill out. Committee members agreed on both comments. Recommendation: Committee suggests Trustees focus on contracting with a Landscaping company before replacing or adding trees to the landscape. D. Boxwoods – Replace 2 at $200 each, fertilize, water, trim Status: Approved by Trustees; Ms. Creighton made numerous attempts (phone calls, texts, emails) to contact landscaper, Mark Olson. He has not responded to date. RECOMMENDATION: Have this work accomplished by future landscaper. E. Trees bordering Atlantic Ave (east and north end) – Spring cleanup of these two corners Status: Ms. Kilgore and Ms Creighton raked and picked up leaves and debris along the Alden Ave side of the Library, Sat., April 22. Ms. Kilgore brought debris to the brush dump. Mr. Hubbard (DPW) said his staff will lay mulch as soon as the plants, shrubs and trees are fertilized. They will also trim trees of dead branches and tidy up for Memorial Day. Mr. Chancey informed Ms. Creighton that Mr. Hubbard and his crew have been working to clear the vines beneath the two front corners of the Atlantic and Alden. Mr. Hubbard said that his crew has sprayed the poison ivy three times this spring. They will spray again and lay wood chips in this area. F. Rain Garden and Plantings – Spring fertilizing needed. G. Japanese Maple in Circle – Fertilizer needed STATUS: Landscaper Search ongoing H. Utilities along Alden Road - Plant five closely staggered Arborvitae for screening ($8-900 per tree) 3 Recommendation: Too costly at this time. Revisit once a Landscaper is under contract. II. Spring Items A. Conifer Christmas Tree - dwarf Balsam 10-14ft - Town Campus Project Status: Item CLOSED B. Landscape Maintenance Professional – Estimated $2K yearly Status: The Trustees continue to search for a company to take care of the landscaping maintenance responsibilities to include weeding and monitoring during the summer, spring and fall preparations and cleanup and winter landscape damage mitigation. RECOMMENDATION: concentrate on contracting with a locally owned company. C. Raised Planters (planting and maintenance) – Item on Hold D. Mahoney Portrait Sculpture – Arrives in NH from the foundry in Colorado first week of August 2023. Sean Mahoney; Erik Durant, Sculptor; Jason Kindstedt of Green Penguin Landscaping, Susan Leonardi, Chair, NHPL Trustees, and George Chancey, NHPL Maintenance Manager met May 18th to discuss the Mahoney Sculpture installation. Bench sculpture, 18”x18”x54” 4.5” thick Height 49” Oval Base: 5’x10” Status: Jason Kindstedt of Green Penguin Landscaping is now responsible for the concrete platform, granite bench and installation of the sculpture. Trustees await June specifics of the base details and installation date. III. Other Items A. STEPS W/RAILINGS: George Chancey’s concern over the current parking overflow on Alden Ave. Refer item to Trustees for their discussion. RECOMMENDATION: A study of traffic flow in relationship to Library program needs during the entire Town Complex construction period. B. NEW UTILITY POLE - Recommendation: To prevent a safety hazard, the Town should ensure all holes are filled in, the ground mulched and landscaped with low maintenance shrubs and ground cover. Stone vs Mulch - ITEM CLOSED Mulch is preferred Please return to Page 1, Item IV