

Landscaping Committee Meeting Minutes

September 20, 2022

Present: Joyce Davis, John Sandeen, Sabet Stroman, Deborah Long Smith, Steve Farley, Kathy Barnard, Cindy Scott; by phone: Nancy Bell, Linda Wilberton.

Joyce Davis called the meeting to order at 1:06 pm. The Linda Wilberton made a motion to accept the minutes of the August 26, 2022 meeting; Steve Farley seconded. The motion passed.

Joyce, as directed by the committee at the August 26th meeting, contacted Meadowlark Landscaping and Piscataqua Landscaping to see if they would arrange to work together on the project, with one firm as a sub-contractor to the other. They were unable to come to an agreement. Based on this, the committee agreed to review the original submittals and determine the best direction to go in.

A discussion of concerns including the qualifications of each contractor, potential quality control issues, track records on other projects, details such as types of soil amendments, irrigation issues, and other details of the project were discussed at length. Concern about the tight time frame for this fall and concern about plant substitutions was also expressed. Committee members did not want to rebid the project or to move it out another year. The committee confirmed that only doing Part A at this time made the most sense due to timing issues and issues with the drainage adjacent to Part B.

It was agreed that the primary goal right in front of the building was to have a beautiful looking garden, with all details carefully taken care of, and with excellent maintenance. Steve Farley made a motion that the committee recommend to the Board of Trustees Meadowlark Fine Gardens Landscaping's bid for Part A. Deborah Long Smith seconded. Several committee members iterated the reasons to choose Meadowlark: Meadowlark's plan will replace the soil deeper and use more compost/soil amendments, they have a proven track record, good references, they provided a detail-oriented maintenance plan, and they planned on using the specified plants with few substitutions. Further discussion resulted in directing Joyce, Cindy and John to meet with Karen Braegy

of Meadowlark to discuss details of the bid. They will negotiate a final cost that includes all aspects necessary to complete the project including hardscape, site prep, quality of materials, irrigation, and the in-kind services provided by the Town that might affect the actual cost. After the final cost is determined the proposal will be presented to the full Board of Trustees for their vote. Seven voted in favor of the motion, two abstained.

Sabet Stroman made a motion to adjourn the meeting; Kathy Barnard seconded. All were in favor.

Respectfully submitted,
Cynthia L. Scott