

March 2, 2020

To: Jamie Cosgrove

From: Laura Noe

RE: Green Committee Resignation

Dear Jamie,

The green committee has been a pleasure to serve. A replacement has been found to fill my seat and my last meeting will be March 10th. Please accept this letter as my notice of resignation. I have enjoyed serving and believe in the work of the committee.

Thank you for giving me the opportunity to participate in this dynamic committee.

Sincerely,

Laura Noe

38 Waverly Park Road

Branford, CT 06405

Cell: 203-500-9495

cc: David Minicozzi

26 Hickory Hill Road
Branford CT 06405

3 March 2020

First Selectman James B. Cosgrove

Dear Mr. Cosgrove,

I am writing to ask that I be appointed to the Branford Green Committee to take the place of Laura Noe who is resigning from the committee. I ask to replace her as At Large member beginning with the April 14 meeting of the Committee until the end of her term, after which I will seek my own term.

I have been drawn to the Committee by my interest in Branford and its history: I have lived in this town since 1973, I am an officer of the Board of Directors of the Branford Historical Society, and I have loved history since an early age.

I thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Susan W. Rood". The signature is written in dark ink and is positioned below the word "Sincerely,".

Susan W. Rood

**BRANFORD GREEN COMMITTEE
MINUTES OF REGULAR MEETING
HELD FEBRUARY 11, 2020**

PRESENT: David Minicozzi (*Dave*), David Colley, Don Gentile, Pat Sanders, Laura Noe, Cynde Jasek
GUEST: First Selectman Jamie Cosgrove

1. **Call to Order:** The meeting was called to order at 5:30
2. **Parliamentary/Technical:**
 - a. **Minutes-** having reviewed the minutes for December, 2019 and January, 2020 **Pat** made a motion to approve same, **Laura** seconded, and after due discussion they were approved unanimously.
3. **Updates & Old Business:**
 - a. **Correspondence-** emails from various persons were discussed regarding the *Christmas tree* on the Green; *the recently planted spruce* near Town Hall; and the concept of a "*protective corridor*" along South Main Street. Citing concerns for the safety and preservation of the Christmas tree **Don** made a motion that no Town official may remove the tree without prior consultation with the Green Committee, which was seconded by **Cynde**, and after due discussion approved unanimously.
 - b. **Status of the Green-** the general condition of the Green was discussed.
 - c. **Memorial Tree Recognition-** see below.
 - d. **Special Project Status-** see below.
4. **New Business:**
 - a. **Green Use Applications-** the following were presented: American Heart Association "*Go Red for Women*" event 1/31-2/28; Branford Environmental Commission "*Branford Earth Day/Clean Up Day*" 4/25 (TBD below); National Day of Prayer "*Pray for Our Nation*" event 5/7; Branford Community Garden "*Plant Sales*" 5/16, 8/15, 8/22 and 9/19 (with art sale); Smile Anyway "*Educate on Drug Epidemic*" event 8/29*; Pat Andriole Family Day "*A Day for Families*" event 9/13*; Branford Education Foundation "*Sunday Storytellers*" 9/20; Friends of Blackstone Library "*Book Sale Fundraiser*" 9/24-9/27; and Branford Garden Club "*Scarecrows on the Green*" 10/16-11/3. It was noted the * events have allowed vehicles to be parked on the Green and that this should be discouraged. Further, the Smile Anyway event anticipates 2000 attendees, prompting the question as to whether the Green needs to be roped off. **Dave** made a motion that the applications be approved, seconded by **Don** and after discussion said motion was approved unanimously.
 - b. **Reports-** tabled to next meeting.
 - c. **Planting Plans 2020-** see below.
 - d. **Priorities 2020-** see below.

- e. **Guest: First Selectman Jamie Cosgrove-** a list of Green Committee *Priorities 2020* was distributed for discussion; **Jamie** was informed of the proposed *2020 Planting Plan* and was generally approving of same, and of our choice of planting apple serviceberries; he suggested we *inspect the proposed planting areas* to ensure proper placement, especially regarding the area of the dead dogwood tree; regarding the *diseased spruce tree*, **Gary Zielinski** has contacted/will contact the nursery (Site One) to inspect the health of the tree and report thereon; he stated that the *Christmas tree* is staying put and is in no danger of being removed; **Laura** suggested planting something for *Endangered Species Day* (May 15th) and perhaps create a *vignette* in the area of the Franklin tree; desire for a *post clock* was reaffirmed, to be funded by the Town, which funding will be sought during this spring's budget process (appropriations sought in March and made available for use in July), *location TBA* because placement of the new banner poles need to be coordinated with the clock, *timing of the clock's installation TBA* due to the pending Main Street rehabilitation project, the funding for which was reallocated from the defunct Roundabout project (e.g., will clock be a stand alone project or be folded in to the Main Street project); the Committee made known their concerns of *surprise tree cutbacks* and the need for prior notice and/or authorization for tree trimming, especially along South Main Street; various methods of installing the *commemorative tree project* in Town Hall were discussed and were met with general approval, and a *sub-Committee to explore the way forward* was created and **Dave** appointed **Laura**, **Don** and **Cynde** to same.
- f. **Other- Dave** distributed copies of choice selections from a book called "*Greening Connecticut Cities and Towns*" by Robert M. Ricard and Glenn D. Dreyer. He asked the Committee members to read through it as it discusses the *Notable Tree Program*, how to deal with governments, how to care for trees, etc.; *discussion of potential move of the meetings* to the new Community House; a *new park bench* may be installed on the Montowese Street side of the Green between Trinity Church and the Academy; **David Colley** is exploring ways to blend a *pancake breakfast* and *Clean the Green Day* event into the Earth Day celebrations of April 25th.
- g. **Adjourn-** upon motion by **Don** and seconded by **Laura**, after due discussion the motion was approved unanimously and the meeting adjourned at 7:03PM.

The next Green Committee meeting is scheduled to be held on Tuesday, March 10th at 5:30PM at the Branford Fire Department Headquarters. However, the meeting may need to be moved to the following week (March 17th) as the Chairman will be out of town that day, decision pending.

Respectfully submitted,

David C. Minicozzi, Chairman and Secretary Pro Tem

**BRANFORD GREEN COMMITTEE
MINUTES OF SPECIAL MEETING
HELD FEBRUARY 25th, 2020**

PRESENT: David Minicozzi (*Dave*), Bonnie McKirdy, Don Gentile, Pat Sanders, Cynthia Jasek

GUEST: Gary Zielinski, Acting Director of Public Works

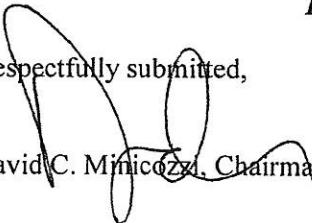
1. **Call to Order:** the meeting was called to order at 5:05PM
2. **Tree Choice & Placement-** the following trees were chosen and pins placed on the Green to demarcate their general location for planting:
 - a. five (5) apple serviceberry "*Autumn Brilliance*" to be planted in a semi-circle in back of the park benches adjacent to the Shrub Garden;
 - b. a black cherry (*cultivar TBD* but not to exceed 25 feet in height give or take) to replace the dead dogwood in back of Baptist Church. The adjacent area to be backfilled with appropriate soil and graded;
 - c. a white oak (*cultivar TBD*) to be planted on the right side of the Academy; and
 - d. an apple serviceberry "*Autumn Brilliance*" to be planted on the left front side of the Academy pending further approvals.

All choices to be run by the First Selectman for final approval. A spring planting is anticipated for all choices.

3. **Adjourn:** the meeting was adjourned at 6:00PM.

The next Green Committee meeting will be held on Tuesday, March 17th at 5:30PM at the Branford Fire Department Headquarters.

Respectfully submitted,


David C. Minicozzi, Chairman and Secretary Pro Tem

NOTES IN LIEU OF
BRANFORD GREEN COMMITTEE
REGULAR MEETING AGENDA

MEETING DATE: April 14, 2020/CANCELLED
PLACE: Zoom Meeting ID: 771 0069 2775/Password: 027715
TIME: 5:30pm

1. **Call to order-** No meeting
2. **Parliamentary:**
 - a. **Minutes** for regular and special meetings of February 2020- attached hereto, TBD at next regularly scheduled meeting.
 - b. **New member/old member-** **Laura Noe** has departed and it is a shame we weren't able to say "goodbye" in person. It would have been a nice to pass the torch from her to **Susan Rood**, the putative new At-Large representative. **Susan** awaits approval by the Board of Selectmen after which she needs to be sworn in to attain official status on the Committee.
 - c. **Meeting Place-** our application to meet at the Community House was approved. We will begin holding our meetings there as soon as possible
3. **Updates & Old Business:**
 - a. **Correspondence-** See attached letters from **Laura Noe** and **Susan Rood**.
 - b. **Status of the Green-** there is no word on *what if any events will be held on the Green*. All the big events, e.g., the Branford Festival, Book Sale, Jazz Festival were previously approved. My prediction is that with spring fertilization, the cool weather, all the rain and a lack of events *the Green may very well look better than it has ever looked in our lifetimes*.
The following were noted during a recent inspection: *i.* there may be no need for the *portable restrooms*, or at least so many, if there will be no crowds. Perhaps that area can be beautified in some way; *ii.* now is a good time to *plant grass in the green belt* between the sidewalk and street. It would be the first time in years grass would be allowed to grow there; *iii.* it was remarked that the *London plane tree* on the corner of Main and Montowese was planted and braced incorrectly and needs to be re-done to protect its health; *iv.* there is a *dog's watering bowl* and *water hose* at the drinking fountain near the bus stop. It would be nice to have a *nice hose hanger* installed rather than have the hose lying on the ground. A decorative hanger can be purchased at Lowe's for less than \$50.00, and a *decorative dog bowl* can be purchased at All Pet's Club for under \$25.00; *v.* a *park bench* is slated to be installed along Montowese Street. It seems an appropriate location would be to the side of the bituminous walkway that runs diagonally from Montowese to South Main Street. If to the left it will be

uncrowded but exposed to the sun, if to the right it will be shaded but adjacent to electrical fixtures. TBD; *vi. the green benches, light fixtures etc. can use a fresh coat of paint*, the wood can use a *coat of polyurethane*, and the glass in the bus kiosk can use a *good scrubbing or replacement*; *vii. the lines of daffodils near the Congregational Church playground are in bloom. Note they demarcate the old playground fence that pre-existed the new playground design*; *viii. the False Cypress Garden will soon need TLC (edging, mulching, weeding), here's to hoping that those who undertook those tasks last year will continue to do so this year.*

- c. **Memorial/Commemorative Tree Recognition-** *i. there has been discussion of having something adorn the wall in the Town Hall foyer adjacent to stairs to the second floor. We have a few ideas but nothing has stuck; perhaps we should hold some type of contest for best design; ii. our Tree Donation application needs to be reinstituted on the Town website, not sure who to approach about that; iii. the Garden Club would like to be the official donor of the Eastern Redbud to be planted in back of Baptist Church, application pending (see attached).*
- d. **Special projects status-** *i. I continue to have a new No Sign policy on the back burner; ii. it is TBD as to whether the post clock will be a stand alone project or tied in with the Main Street reconstruction.*
- e. **Planting Plan 2020-** *i. Gary reported that the new trees will be delivered soon. He wants to plant them upon their arrival. We have three volunteers to meet Gary on the Green in the next week or two (Pat, Cynde and myself) to confirm placement. One of the trees will be a smaller version of an apple serviceberry planted to the left of the Academy, permission for which was recently obtained. Please stop by the Green to note the current placement of the markers; ii. we need a status on Site One's inspection of the "Black Hills" white spruce to see whether it needs to be replaced or if remediation will suffice.*

4. New Business:

- a. **Green use applications-** a number were forwarded to me for consideration at our March meeting (*see attached*): Branch 19 NALC (US Post Office) *Food Drive* May 8; Legacy Theater performance of *Our Town* August 4-9; Tabor Blues Jam *Concert Series* on various Saturday evenings July-September; Mothers Against Drunk Driving *Walk Like MADD* event October 3. No further applications have been received since early March.
- b. **Reports-** we would like to obtain *brief updates* on activities from the Garden Club, Park'n'Rec, Public Works, etc. Also, we need an update on the *Trinity Church planting plan (see attached materials)* and its tie-in with the *Nardella planting plan* adjacent to the generator next to Town Hall.

- c. **Earth Day/Endangered Species Day-** *Earth Day* is this Wednesday, April 22nd. It should be noted that as a result of the COVID 19 pandemic the rivers in northern Italy are running clean and the canals of Venice are clearing up for the first time in 100 years; the tops of the Himalayas and other snow-capped mountains have become unimpeded by smog and air pollution; Los Angeles has now achieved relatively clean air, and seismologists have found tremors in the earth's crust have diminished as a result of the downturn in human activity. How to celebrate that on the Green? I don't know but someone should do something. *Endangered Species Day* is May 15th. **Laura Noe** suggested a vignette of plantings be made adjacent to the Franklin tree. TBD at a future date.

5. **Other as Required-** keep in mind the following ideas, suggestions and activities:
i. establish, in conjunction with the Community Forestry Commission, a *South Main Street protective corridor* to preserve the existing trees, prevent them from being hacked by the utility companies, remove unnecessary signage, and in general keep Scenic Route 146 scenic; *ii.* upgrade and refresh the *GIS map of the Green*; *iii.* meet with representatives of the *Notable Tree Program* to further identify notable and champion trees and find ways to safely identify them for public awareness; *iv.* **Jane Bouley** sent me an email (*attached*) addressing concerns about the *entryway to the Academy*; *v.* inserting an *article in The Sound* on a periodic basis to highlight items of general interest; *vi.* see the *attached Green Committee Priorities 2020* which is a wish list, all of which are attainable if willing individuals step forth to take up some of these ideas.

6. **Adjourn-** looking forward to our next in-person meeting.

Green Committee members are asked to notify the Chairman to discuss ideas and proposals and to volunteer for any of the aforementioned projects.

David C. Minicozzi
Chairman

**The next Committee meeting is Tuesday May 12th, 2020
Branford Community House Bonus Room Until Further Notice
5:30PM**

Town of Branford

Branford Green Commemorative Tree Planting Program Application

David C. Minicozzi, Chairman, Branford Green Committee

David McCarthy, Tree Warden, Town of Branford

Branford Town Hall

1019 Main Street

Branford, CT 06405

(203) 452-5000

Thank you for your interest in the Branford Green Commemorative Tree Planting Program. Commemorative trees are lasting contributions to the quality of life in Branford and living, growing tributes to friends, loved ones, and community organizations.

To process your request, we require that you complete this application and mail it to the Branford Green Committee at the above address. The Committee will then contact you to discuss your request.

Contact Information:

Name: *Patricia Sanders*

Address: *25 Island View Ave. Branford*

Contact Phone Number: *203-488-6428*

E-mail Address: *psanders66@att.net*

Name of honoree (To whom do you wish to dedicate a commemorative tree?):

Branford Garden Club

Eastern Red Bud To be planted on The Green along S. Main St.

Signature: *Patricia Sanders* Date: *04/06/2020*

After receiving your request, the committee will place your request on the agenda for the next meeting to discuss your plan and determine options regarding the most appropriate planting site, species, and cost associated with your request.

Please Note: Commemorative Plaques are not permitted on the green.

GREEN COMMITTEE PRIORITIES 2020

1. **Process-** modernize application process for use of the Green: adopt suggested Green Use Applications, Guidelines, updated map etc.
2. **Policies-** adopt, improve and enforce policies regarding parking, signage, structures and tree/shrub donations
3. **Notable Trees Program-** work with Program personnel to identify Champion and other feature trees and educate public regarding same
4. **GIS Survey Map-** update to include new trees, identify various items of interest etc.
5. **Relocate meetings** to new Community House
6. **Tree Planting Plan-** remedy diseased spruce tree; plant white oak and smaller tree near Academy; replace dead dogwood in back of Baptist Church; plant 3-4 smaller trees in semi-circle near Shrub Garden
7. **South Main Street Beautification-** adopt a “protective corridor” in cooperation with *Community Forestry Commission*; avoid further sidewalks or implement tree-safe sidewalks if necessary; continue care of *False Cypress Garden* and newly planted trees
8. **Funding & Budgets-** identify sources of funds used to maintain and update the Green, purchase trees and shrubs etc. Look in to STEAP grants (“Small Town Economic Assistance Program”)
9. **Reports and Guests-** obtain reports from Park ‘n’ Rec, Public Works and others on an annual basis and invite appropriate officials as guests to discuss same
10. **Commemorative Tree Recognition-** install a display Town Hall foyer
11. **Post Clock-** install adjacent to bus kiosk at Main & Montowese Streets
12. **Clean the Green Day”-** in cooperation with Earth Day celebration
13. **Improve “Event Hardware”-** beautify/dress up and make more attractive the stage and portable restrooms and adjacent areas; back of stage could be draped with artwork
14. **General Maintenance/Overall Spruce Up-** encourage uniformity of sidewalks and upgrade curbing; fresh paint on all surfaces of lamps, benches, and other hardware; polyurethane benches and remove all plaques from them; improve lighting
15. **Historical and Botanical Walking Tours-** 1 or 2 of each per year
16. **Public Relations-** improve social media presence, produce educational pamphlet, publish topical articles in local paper on a regular basis (“The Green Corner”)
17. **Achieve an Overall Theme-** look at the Green from a “macro” view to see if a theme can be identified and established
18. **Establish a Public Archive-** organize available materials including those at Blackstone Library and reduce to thumb drives or CD-ROM and make available to the public
19. **Discourage a “Vehicle Friendly” Green-** *divert cars away from the Green* via wayfinding etc. and oppose the implementation of the 2009 Yale “*Master Plan*” which would make the Green a mecca for parking and ease of use for vehicles
20. **Look to Other Municipalities for Comparison Purposes-** see “New Haven Living” article regarding the New Haven Green and how they obtain funding for their projects etc.



Attorney Minicozzi <attyminicozzi@gmail.com>

Landscaping Plan for the area around Trinity Church

Harry Smith <hsmith@branford-ct.gov>

Tue, Jun 2, 2020 at 7:11 PM

To: "DAVID C. MINICOZZI (attyminicozzi@gmail.com)" <attyminicozzi@gmail.com>

Cc: Jamie Cosgrove <jcosgrove@branford-ct.gov>, Anthony Terry <tony@terryarchitecture.com>

Hi David ~ Since the Green Committee reviewed the landscaping proposed in the 2018 application for the work now finishing up at Trinity Church and after consulting with First Selectman Jamie Cosgrove, I am sending the attached proposed tree substitution of the dogwood shown below for a birch which was proposed to replace the birch that was removed for the new ramp to the side door to the church to the Committee for comment. I understand that the Green Committee is meeting next week and am hoping this could be added to your agenda. Please let Tony Terry know if you would like him or someone from Trinity Church at the meeting. Thanks. ~ Harry

Harry A. Smith, AICP*Town Planner**Town of Branford**Branford, CT 06405**203-488-1255*



Harry,

The Building Committee at Trinity proposes the substitution of a flowering tree in place of the Gray Birch at the top of the ramp to the Side Entrance, and prefer a Flowering Pink Dogwood. The attachment provides technical data for "Cornus Florida", which has several varieties that grow up to 25-30' in height, with some slight variations. We favor the varietal "Cherokee Chief", although some latitude for the sake of availability will be appreciated.

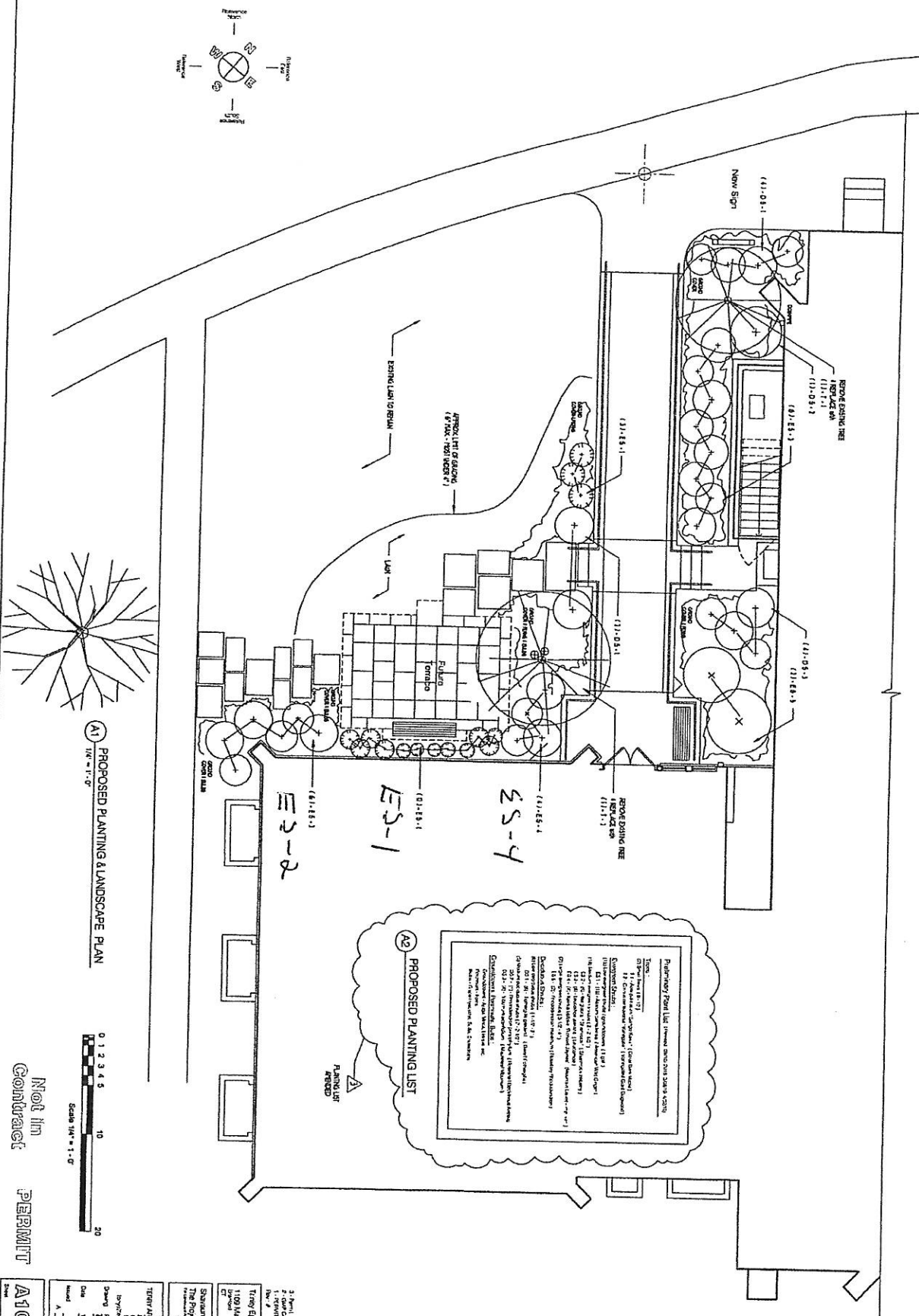
The species is native to the area and is represented on the UConn website via the link below.

<http://hort.uconn.edu/detail.php?pid=124>

I'd also like to point out that this tree is already represented on the Green, on the grounds of the Congregational Church. We hope this is acceptable. We are commencing site work and need to program this into our schedule.

Thank you,

Tony



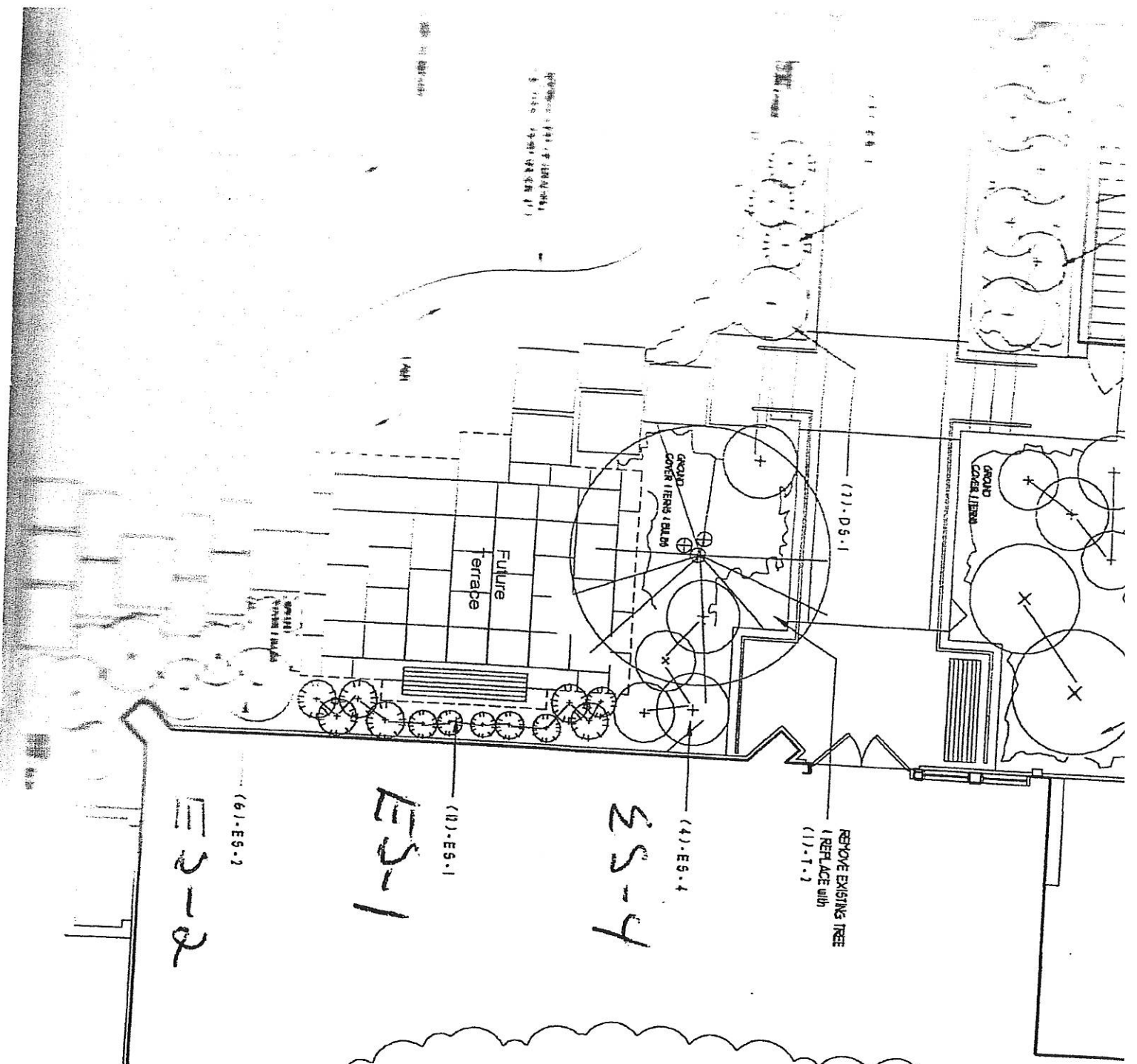
PROPOSED PLANTING & LANDSCAPE PLAN
1/4" = 1'-0"



Not in
Contract PERMIT

[illegible]

| | |
|-------------------------|---|
| 3. Name | 1242 25th |
| 4. Address | 1140-25th |
| 5. Phone | 1140-25th |
| 6. Email | |
| 7. Project | Trinity Episcopal Church |
| 8. Location | 1100 Main Street |
| 9. City | St. Paul |
| 10. State | Minnesota |
| 11. Zip | 55101 |
| 12. Project Description | St. Paul Towers The Project Studio 1140-25th St. Paul, MN |
| 13. Project Manager | TERESA ADAMS 1140-25th St. Paul, MN 612-222-25th tadams@teresaadams.com |
| 14. Project Budget | \$1,140,250 |
| 15. Estimated Cost | \$1,140,250 |
| 16. Date | 11/14/2011 |
| 17. Status | A |
| 18. Notes | |
| 19. Comments | |
| 20. Other | |
| 21. Total | |
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Preliminary Plant List (Revised: 09/10/2018, 3/09/19, 4/02/19)

Trees:

- (2) Small Trees (8'-10')
- T1 - *Acacia palmatum* 'Sango Kaku' (Caral Bark Maple)
- T2 - *Cornus controversa* 'Variegata' (Variegated Giant Dogwood)

Evergreen Shrubs:

- (15) Low evergreen shrubs/groundcovers (1 gal.)
- ES 1 - (15) - *Aspidistra densata* (American Wild Ginger)
- ES 2 - (6) - *Illex glabra* 'Shamrock' (Shamrock holly)
- ES 3 - (6) - *Leucophaea axillaris* (Leucothoe)
- ES 4 - (4) - *Kalmia latifolia* 'Robert J. Ryan' (Mountain Laurel - imp var)

Deciduous Shrubs:

- (2) Large evergreen shrubs (3'-1/2' - 4')
- ES 5 - (2) - *Rhododendron maximum* (Peanut Rhododendron)

Groundcovers, Perennials, Bulbs:

- (10) Low deciduous shrubs (1'-1/2' - 2')
- DS 1 - (6) - *Fothergilla gardenii* (Dwarf Fothergilla)
- (5) Medium deciduous shrubs (2' - 2-1/2')
- DS 2 - (1) - *Rhododendron pinophyllum* (Roseholli Deciduous Azelea)
- DS 3 - (4) - *Yucca acedidum* (Mapleleaf Yucca)

Groundcovers, Perennials, Bulbs:

- Groundcover - *Allysa Vinca*, *Lilipia*, etc.
- Perennial - *Ferns*
- Bulbs - *Grape Hyacinths*, *Sedum*, *Shoebuds*

A2 PROPOSED PLANTING LIST

PLANTING LIST
REVISED

ES-1

ES-4

REMOVE EXISTING TREE
(1) - T-2

(11) - ES-1

(6) - ES-2

ES-2



Attorney Minicozzi <attyminicozzi@gmail.com>

FW: Meeting Requirements-Executive Order 7B(1) Summary

2 messages

Lisa Arpin <larpin@branford-ct.gov>
To: Attorney Minicozzi <attyminicozzi@gmail.com>

Tue, Mar 17, 2020 at 10:55 AM

Hi Dave—

If you are still holding a tele conference meeting, please adhere to the points below.

-Lisa

From: Trista Milici <tmilici@branford-ct.gov>
Sent: Tuesday, March 17, 2020 10:29 AM
To: Lisa Arpin <larpin@branford-ct.gov>
Subject: FW: Meeting Requirements-Executive Order 7B(1) Summary

The following is for all Boards and Commissions.

T

From: Aniskovich, William A. [waniskovich@bswlaw.com]
Sent: Tuesday, March 17, 2020 10:15 AM
To: Trista Milici
Cc: Jamie Cosgrove
Subject: Meeting Requirements-Executive Order 7B(1) Summary

Section 7B(1) of the Governor's Executive Order 7B, dated March 14, 2020, has 5 requirements for meetings held during COVID-19 emergency at which members of the public are not permitted or required.

Until this Executive Order is rescinded, public agencies may hold meetings "without permitting or requiring in-person, public access to such meetings" provided the following requirements are met:

1. The meeting must allow the public to view/listen in real time via phone, video or technology;
2. The meeting must be recorded or transcribed and posted within 7 days on the agency website and available at the agency office within a reasonable period of time;

3. The notice and agenda must be posted to the website with instructions on how to access the meeting and information about how it will be conducted;

4. Any materials related to matters on the agenda and any materials submitted by members of the public must be posted 24 hours in advance of the meeting and remain there before, during and after the meeting; and

5. Speakers taking part in the meeting (including commission/board/agency members) must clearly state their name and title before speaking on each occasion that they speak.

BA

William A. Aniskovich, Esq.

Brenner, Saltzman & Wallman LLC

271 Whitney Avenue

New Haven, Connecticut 06511-3714

Telephone: (203) 772-2600

Facsimile: (203) 562-2098

waniskovich@bswlaw.com

www.bswlaw.com

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Thank you.

Attorney Minicozzi <attyminicozzi@gmail.com>
To: Lisa Arpin <larpin@branford-ct.gov>

Tue, Mar 17, 2020 at 12:39 PM

Thanks Lisa.

David C. Minicozzi
250 West Main Street, Suite 200
Branford, CT 06405
Phone (203) 483-7069
Facsimile (203) 483-7428

