

Memorandum

To: Middletown Sustainability Committee

From: Cindy Unangst, Staff Planner

Date: January 10, 2022

RE: **January Green Team meeting agenda for Tuesday, January 18th via Zoom**

Topic: January Sustainability Committee meeting
Time: Jan 18, 2022 05:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87987864586?pwd=cjk2TjFkY0U2VHB5dVpIVFcvcEJMUT09>

Meeting ID: 879 8786 4586

Passcode: 546049

One tap mobile

+13017158592,,87987864586#,,,,*546049# US (Washington DC)

Find your local number: <https://us02web.zoom.us/j/87987864586?pwd=cjk2TjFkY0U2VHB5dVpIVFcvcEJMUT09>

Meeting discussion items:

Personal Request for Agenda – Joe Richardson – LOOL at MMS and NexTrex discussions

1. December meeting minutes approval
2. Goals for 2022 and updated Annual Report – A Look at Where we Are
3. Outreach sub-committee report
4. Envision Frederick Green Teams webinar – February 10th - evening
5. BASECAMP projects:
 - Pollinator demonstration gardens – edging for Memorial Park; Village of Foxfield eyebrow and circle soil analysis and planting; meadow planting at Remsberg Park; pollinator garden care schedule; Cone Branch Pocket Park pollinator garden suggestion by Burgess Miller.
 - Bee City USA – renewal application due end of February
 - Compost project – bin site in Memorial Park; educational materials forthcoming.
 - Lunch Out Of Landfills – started Monday, December 6th for all students at MES!
 - Website updates, ideas ('green homes,' climate change)
6. Tree plantings – Potomac Edison program this spring; tree planting maintenance schedule (see below); Keep Maryland Beautiful grant application for EarthPlanter trees (grant announcements made in March)
7. Mosquito control in town stormwater management facilities
8. Tree City USA – annual report due December 31st
9. Green Expo – need to start reaching out to organizations/vendors/etc.; musician;

- 10. Gift Tree Program – flyer boxes were installed at Wiles Branch Park, Memorial Park and on Cone Branch Trail – please monitor as you frequent those areas
- 11. February meeting date – third Tuesday – February 15th

GOALS FOR 2021:

PLANT 100 TREES IN 2021 – 25 planted 4/30 (75 shrubs planted in 2021)				
CREATE A TREE GIFT PROGRAM - GOAL OF \$1000 –				
QUANTIFY/SHOW PROGRESS [MEASURABLE GOAL NEEDED] ON 25% CANOPY BY 2025				
HOLD VIRTUAL GREEN EXPO - ✓				
SUPPORT MES LOOL PROGRAM - FINANCIAL/VOLUNTEER SUPPORT - ✓				
PROMOTE & SELL 20 COMPOSTING BINS –				
PROMOTE & SELL 25 RAIN BARRELS (GRANT REQUEST)				
EVALUATE & RECOMMEND STREETLIGHT BUYBACK PROGRAM TO TOWN BOARD				
CREATE 2 AC POLLINATOR MEADOW NEAR SOLAR ARRAY				
EDUCATION ON STORMWATER PERMIT PROGRAMS				

FUTURE AGENDA ITEMS:

- Green lectures series
- Habitat advisor volunteers

FUTURE PLANTING AREAS:

- North Pointe thicket (see Ann P.) – willow tree and button bushes

TREE PLANTING MAINTENANCE SCHEDULE

March 8 (Tuesday) 12:30-2pm – FRO area at Alt 40/Knoll Side Lane
March 15 (Tuesday) 9-10:30am – FRO area at Alt 40/Knoll Side Lane
March 18 (Friday) 10-11:30am – FRO area at Alt 40/Knoll Side Lane

April 5 (Tuesday) 9-10:30am – North Pointe plantings
April 12 (Tuesday) 12:30-2pm – North Pointe plantings

May 10 (Tuesday) 9-10:30am - FRO area off Layla Drive
May 20 (Friday) 10-11:30am – FRO area off Layla Drive

June 3 (Friday) 10-11:30am – Wiles Branch dog park
June 7 (Tuesday) 9-10:30am – Cone Branch pocket park
June 17 (Friday) 10-11:30am – Cone Branch pocket park

Middletown Sustainability Committee Meeting Minutes

Time: December 14, 2021 4:30- 5:30 PM Eastern Time (US and Canada)

Present: Cindy Unangst, Kris Colby, Kevin Stottlemyer, Gene Fleeman, Pam McDonald, Mark Carney, Ann Payne, Kristin King, Doug Martin, Adam Stanzione

Meeting discussion items:

1. New member introductions: Adam grew up in this area and moved back to Middletown last year. Also serves on Middletown Ethics Committee, lives in Middletown Glen and has planted native landscaping in yard.
2. November meeting minutes approved.
3. Mayors Monarch Pledge – Cindy submitted the annual report. We completed 8 objectives and therefore received a commendation. Cindy picked 10 objectives for next year. The Green Team hopes the Girl Scout Gold Award project will help the team reach these objectives.
4. PLANT (People Loving and Nurturing Trees) — we received the green level, the highest level award! (This is a program through DNR—Maryland PLANT Community Award.)
5. Cindy would like to find a place within the town hall to hang the accumulating plaques and awards from the Green Team. Kevin will assist in getting permission to hang plaques.
6. Cindy has been submitting annual reports including Tree City USA—we did complete 10 items to receive a growth award.
7. BASECAMP projects:
 - a. Pollinator demonstration gardens – Cindy shared plant tags that are being used at the Urbana native pollinator garden and got feedback from committee. Will look into where they purchase them.
 - Memorial pollinator garden care schedule— Pam will write up and share.
 - Cone Branch Pocket Park pollinator garden suggestion by Burgess Miller. Possibly plant in the spring? Wet and more shade loving area— plants TBD.
 - Compost project—Cindy presented Janet Fox’s design for the Middletown Compost project and the team discussed starting the 90 day pilot program in early March. Cindy will be sure that a flyer is included in the April town newsletter.
 - Lunch Out Of Landfills—Started last week! Cindy reported that the kids really got into it and the adult volunteers did not have to assist them for very long. The Frederick News Post featured an article about the Middletown school program on 12/14/21.
6. Tree plantings – Potomac Edison program. Gene has created a page for the Potomac Edison Tree program. The website has an option that allows blast communication for a subject such as the “Spring Tree Giveaway.” Cindy is applying for a \$1,000 grant to help with the cost of the trees. PE pays \$8/tree and the town covers the rest. I-tree tool to help residents pick a tree. Discussed distributing the trees and tree planting guidance at the Green Expo.
7. Tree planting maintenance schedule (see below); Cindy thanked Bill Spare, Sean OKeefe, and Karen Whitehair for working on the trees and inventorying them —removing mesh tubes on trees in Wiles Branch Park. Friday, 12/17 at 10 a.m. there will be another work session on the trees.

8. Keep Maryland Beautiful Grant—Cindy applied for \$2,000 for trees to plant in the large EarthPlanter containers on Main St. Grant will be awarded in March.
9. Gift Tree Program – sites to install flyer boxes (3 were ordered). Boxes have been installed on existing posts at Memorial Park, Cone Branch trail at Linden Blvd., and Wiles Branch park parking area. The team will monitor boxes for refilling Gift Tree Applications.
10. Ann discussed strategic marketing committee for Green Team: Gene, Ann, Agnesanne, Kristin, Pam, Erin, and Karen expressed willingness to be on committee. Plan meetings for alternate Tuesday.
11. Green Expo 2022 – potential date of Saturday, April 23rd (Friday, April 22nd is Earth Day). To be held at Memorial park again so can showcase Pollinator Garden and Compost drop off site. Will be doing a lot of publicity for this. Middletown Neighbors magazine. Facebook postings. Pollinator garden, live music?, Monarch Pledge declaration, Girl Scout Gold award table on Monarchs, plant a tree/Earth Day, free tree distribution.
12. Ben Friton to grow out trees for Middletown. DNR sells trees very cheaply—\$1/each. Cindy will check on budget. Ben was not present at the meeting tonight-will need to follow up to be sure he will grow them.
13. Next meeting: 3rd Tuesday: January 18th, 2022 from 5:00-6:30 p.m.

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FUTURE AGENDA ITEMS:

- Green lectures series
- Habitat advisor volunteers

October 2018 ANNUAL REPORT - A Look at Where We Are

MIDDLETOWN GREEN TEAM ACTION PLAN

MISSION:

Middletown's Green Team's mission is to: conserve Middletown's shared natural resources, including land, air, water, open spaces, and viewsheds. By working in partnership with our schools, nonprofits, faith-based organizations, businesses, and residents, we can sustain natural resources and promote healthy living for generations to come. We will accomplish our goals by creating understanding in the community, promoting involvement by way of education, and addressing environmental challenges and opportunities by focusing on economic, environmental, and social sustainability.

SMC CERTIFICATION WAS ACHIEVED ON OCTOBER 10, 2016 THROUGH THE FOLLOWING ACTIONS:

- Document the Creation of the Town's Green Team (Community Action) ✓
- Complete and document our Green Team Action Plan (Community Action) ✓
- Participate and Document in a SMC Green Team Training (Community Action) ✓
- Establish and Document our Local Farmer's Market (Community Based Food System) ✓
- Document the Local Food Bank (Community Based Food System) ✓
- Document Workplace Wellness Program ✓
- Begin building a SMC Resource Center (Community Action) ✓
- Document/Perform Municipal Energy Audits (Energy) ✓
- Document Wastewater Treatment Plant Solar Energy Project (Energy) ✓
- Document replacement of Town Hall lights to LED's (Energy) ✓
- Establish and Document Local Business Directory (Local Economies) ✓
- Host our Earth Day (Green Expo) Event (Saturday, April 23, 2015) ✓
- Document Recycle Drop-off Location (Natural Resources) ✓
- Document Water Conservation Alert System (Natural Resources) ✓
- Document Participation in DHCH Sustainable Communities (Planning & Land Use) ✓
- Document Dog Park and Bag Stations (Natural Resources) ✓
- Document Rain Barrel Program (Natural Resources) ✓
- Document Yard Waste Bag program ✓
- Document Town Hall as a Collection Site/Center for Unused Meds (Natural Resources & Health and Wellness) ✓
- Document community garden (Community Based Food System) ✓
- Document Main Street Program (Local Economies) ✓
- Improvements to West Green Street (Natural Resources) ✓

2017 - 2018: ITEMS COMPLETED TO CONTINUE ON OUR PATH TO CREATE AND MAINTAIN A MORE SUSTAINABLE COMMUNITY:

- Construct rest of walking trail from Linden to East Main Street and Remsberg Park (Health & Wellness) ✓
- Pollinator resolution passage (Natural Resources) ✓

2019 – 2021: ITEMS TO WORK ON MOVING FORWARD

- Document Scout Project painting Curb and Gutters to be Bay Wise (Natural Resources)
- Document the Maryland Green Registry Program (Local Economies)
- MEA grant funding for energy efficient streetscape lighting (Energy)
- Conversion of streetlights to LED's (Energy)
- Buy Local Campaign (Local Economies)
- Tree City USA designation (Natural Resources)
- Municipal Carbon Footprint (Greenhouse Gas)

FUTURE WORK TO CONSIDER – 2022 AND BEYOND:

- Community Carbon Footprint (Greenhouse Gas)
 - Climate Action Plan (Greenhouse Gas)
 - Evaluate and Determine the Feasibility of Constructing a 1-Mega Watt Solar Farm (Energy)
-

COMMUNITY COMPOSTING in MIDDLETOWN is COMING SOON to Memorial Park!

Compost-

- Fruit & vegetable scraps
- Pasta, bread, cereal
- Egg shells
- Meat & dairy
- Coffee grounds, coffee filters & tea bags
- Paper towels & paper towel rolls
- Paper plates (100% paper only- no shiny coatings)
- Pizza boxes
- Flour & sugar bags
- Baking ingredients, herbs, spices
- Household plants, including soil
- Items labeled BPI Certified Compostable
- Items labeled ASTM D6868 or D6400



Composting for Soil



NO

NO PLASTICS, GLASS, or METALS



CALL KEY COMPOST
802-277-0401 or
EMAIL
info@keypost.com

KEY COMPOST

Not Accepted-

- PLASTIC
- Styrofoam trays
- Aluminum foil
- Candles, synthetic corks & gum
- Dental floss & Q-tips
- Dryer lint sheets
- Disposable mop sheets
- Vacuum cleaner bags
- Hair, pet fur, pet waste
- Fireplace ashes
- Items labeled biodegradable
- Items labeled recyclable materials

**PLEASE REMEMBER
OUR TEAM SORTS
CONTAMINATION
BY HAND!
WHEN IN DOUBT,
THROW IT OUT.**



Sustainability
Committee



COMMUNITY COMPOSTING in MIDDLETOWN is COMING on MARCH 1st at Memorial Park!

Compost-

- Fruit & vegetable scraps
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**Sustainability
Committee**



COMMUNITY COMPOSTING IS AVAILABLE IN MIDDLETOWN MEMORIAL PARK!



Sustainability Committee



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Composting for Soil



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Spring Tree Giveaway

Forest Conservation Efforts

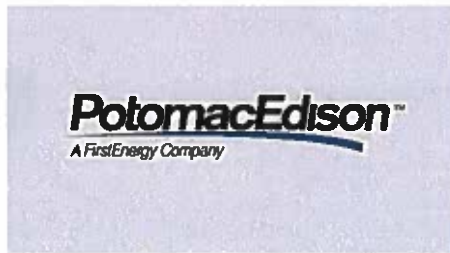
Resources



Spring Tree Giveaway

PLEASE NOTE: You must live with the Middletown Town limits to request trees, which means an address with less than 4 digits and water bills payable to the Town of Middletown.

The Town of Middletown is partnering with Potomac Edison's "Green Teams Tree Planting Program" to offer Town residents up to 2 Free 5-Gallon Native Trees to plant in their yard this Spring.



Polluted rainwater and snowmelt run off the Town's roadways, streets, sidewalks and roofs into our local streams and eventually the Chesapeake Bay. This polluted water is typically collected in the Town's storm water system before being discharged into a local waterway. Under the Clean Water Act of 1972, Middletown is a National Pollutant Discharge Elimination System (NPDES) Phase II Permittee and the owner/operator of a Municipal Separate Storm Sewer System (MS4). As such, the Town is mandated to manage, implement, and enforce programs for controlling stormwater discharges. Planting native trees both in public parks and private residences is a great way to reduce stormwater flows and meet our federal mandate.

Trees beautify our neighborhoods, increase property values and add to our community's quality of life. More recently, trees are recognized for their importance in managing stormwater runoff. Their leaf canopies help reduce erosion caused by falling rain. They also provide surface area where rain water lands and evaporates, while their roots take up water and create conditions in the soil that promote infiltration. Increasing the Town's tree canopy will result in millions of gallons of reduced stormwater runoff every year. To promote the Spring Tree Giveaway and encourage residents to participate, the Town will plant a matching tree in one of the Town parks for every tree planted in a resident's yard.

- Water the tree(s) with 15 gallons of water per week for at least the first 3 years at its new location from May to September

Register Now For The Spring Tree Giveaway

First Name *

Last Name

Email *

Phone

Street Address *

How many trees would you like? *

I would like one (1) tree.

I would like two (2) trees.

Would you like help planting your trees? *

YES, I would like help.

No, I can plant it/them myself.

Are you interested in volunteering in the Town's Spring Tree Planting Event?

YES! Count me in!

No, not at this time.

Submit Registration



Green Middletown

- Contact the Green Team with any questions or concerns about your tree(s)
- Ask permission from the property owner to plant the tree(s) if you are a renter
- And most of all, try to keep the tree(s) alive and in good health to the best of your ability

Resources

Projects

Forest Conservation
 Trees of Wiles Branch Park
 Walking Tour

Applications

Gift Tree Application
 Memorial Bench Application

Information

How to Plant Containerized Trees
 Source: Arbor Day Foundation

Smart Landscaping and Energy Efficiency

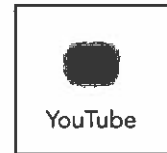
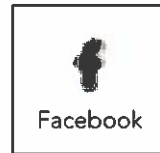
Contact Us

Questions or suggestions are welcome!

ADDRESS
 Middletown Municipal
 Center
 31 West Main Street
 Middletown, MD 21769

EMAIL
greenteam@ci.middletown.md.us

PHONE
 301-371-6171
 301-371-6474 (fax)



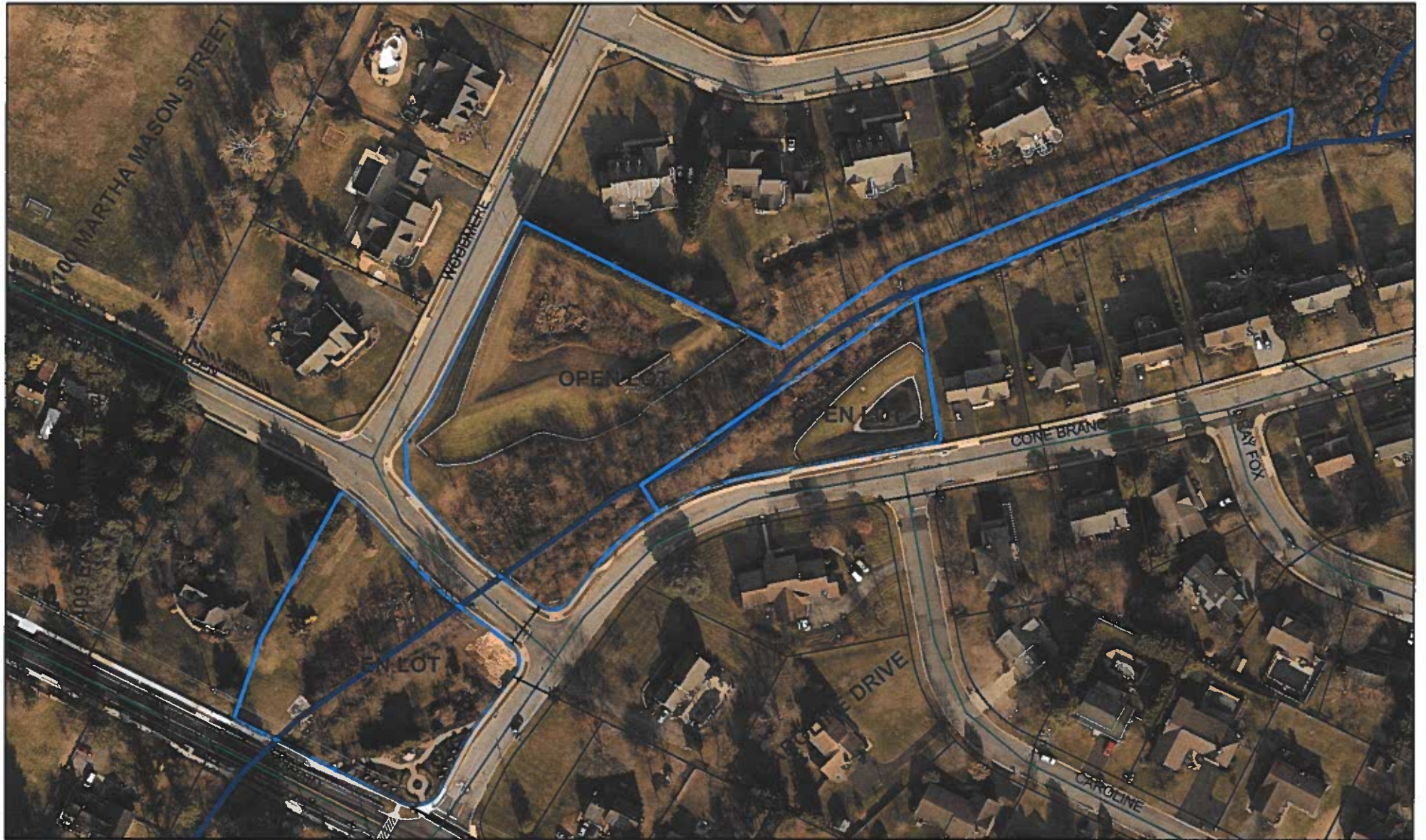
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Wiles Branch Park and North Pointe SWM basins



Cone Branch area SWM basins



Coblentz Road and Cone Branch SWM basins



Foxfield SWM basins