

Memorandum

To: Middletown Sustainability Committee

From: Cindy Unangst, Staff Planner

Date: April 10, 2023

RE: **April Sustainability Committee meeting - Tuesday, April 18th in person and via Lifesize**

Time: April 18, 2023, 05:00 PM Eastern Time

Meeting link

<https://call.lifesizecloud.com/12429552>

Passcode

21769

Phone

United States:+1 (312) 584-2401

Meeting discussion items:

1. March meeting minutes approval
2. Green Lecture series with library – Anna Twigg with DNR to talk about the 5M Trees initiative – Thurs., April 20th at 6:30pm; Bees 101 with Sara Gibson of the Frederick Beekeeping Association – Saturday, May 20th at 1:00pm
3. Little Seed Library – Kick-off for the 2023 Gardening series – Saturday, March 25th @ 10:30am – Seed Saving & Starting Seeds Indoors – very well attended; next up ‘Preparing your garden beds and when to plant specific plants’ on Saturday, April 29th at 2:00pm
4. Outreach sub-committee report – Door hangers advertising Green Expo and Arbor Day events
5. **Green Expo** – Saturday, April 22nd – 10am – 2pm! Set-up begins at 9am
6. Pollinator demonstration gardens – Memorial Park garden plant theft replanting; Village of Foxfield eyebrow and circle planting – plants have been ordered – planting event on Saturday, May 6th beginning at 8am; pollinator garden care schedule on Sign Up Genius;
7. Compost project – compost bins available for purchase at municipal center; community compost bin stolen again from Memorial Park – was informed that this was most likely due to driver error;
8. Tree plantings – tree planting maintenance/inventory schedule (see below); Ben Fritton tree planting offer; Arbor Day tree planting will be Friday, April 28th 1-3pm – 50 trees; 45 residents signed up for free trees; MUCFC grant of \$1,000 was awarded; Potomac Edison paying \$10 per tree for Arbor Day event and employees will volunteer; will also have volunteers from Qiagen and Matan companies;
9. Tree trails – Bethany, forestry board member, joined us to help with tree id on Cone Branch trail; still stumped on exact species of chestnut and hickory. New trees to add to Wiles Branch tree trail – white ash and black willow.

10. Tree City USA – we received recognition as a 2022 Tree City USA municipality as well as receiving the Growth Award. In addition, we received the PLANT award for 2022.
11. Gift Tree Program – flyer boxes at Wiles Branch Park, Memorial Park and on Cone Branch Trail – please monitor as you frequent those areas; the gift trees will be planted on April 24th
12. Recycling event – the event on March 11th was a huge success – Yuck Old Paint and the Buddy Project had to leave before the event ended due to trucks being full; fall event will be held on Saturday, October 21st; we have moved the time frame for the October event to 9am - Noon;
13. No Idle Zone – discussion
14. No mow/Low mow spring - discussion
15. Trex plastic bag collection – follow-up to Cari Wolf’s request
16. Envision Frederick hosting Green Drinks in Middletown – Wednesday, June 7th at 6:00pm – The Main Cup – topic of being a Bee City
17. May meeting date – third Tuesday – May 16th

GOALS FOR 2023:

PLANT 100 TREES IN 2023 –									
GIFT TREE PROGRAM - GOAL OF \$1000 –									
QUANTIFY/SHOW PROGRESS ON 25% CANOPY BY 2025									
HOLD GREEN EXPO -									
SUPPORT MES & MMS LOOL PROGRAM - VOLUNTEER SUPPORT -									
PROMOTE & SELL 20 COMPOSTING BINS – 5 sold									
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:

- Habitat advisor volunteers

TREE PLANTING MAINTENANCE SCHEDULE

- April 18 (Tuesday) 8:00am – tree delivery at East Wastewater Treatment Plant**
- April 25 (Tuesday) 12:30-1:30 – inventory FRO area at Alt 40/Knoll Side Lane**
- April 25 (Tuesday) 1:30-3:30 – mark tree locations for Arbor Day planting – Layla Drive**
- May 5 (Friday) 10-11:30am – check out shrubs at Cone Brach Pocket Park**

DRAFT March Sustainability Committee Meeting Minutes

Date: Tuesday, March 21, 2023, 5:00 p.m. to 6:30 p.m.

In attendance In-person and via Lifesize: Cindy Unangst, Kevin Stottlemeyer, Bill Spare, Pam McDonald, Kristin King, Lexi Sassi, Mark Carney, Ann Payne, Gene Fleeman, Sean O'Keefe

Meeting minutes:

1. February meeting minutes approved.
2. Welcomed new team member, Lexi Sassi, who has already been volunteering with Bill Spare doing tree maintenance work. Lexi is also President of The Friends of the Library. Welcome Lexi!
3. Green Lecture series with library – Karen Whitehair program – Why Pollinator Gardens Matter – another huge turnout: 29 people attended. Gene and Pam recorded the talk and Gene will post it on our You Tube channel and website. Next up: Anna Twigg with DNR to talk about the 5M Trees initiative – Thurs., April 20th at 6:30pm—please note the different date than the usual Saturday Green Talks.
4. Little Seed Library – Kick-off for the 2023 Gardening series – Saturday, March 25th @ 10:30am – Seed Saving & Starting Seeds Indoors. Cindy plans to attend. We have been posting the events on our website to help spread the word.
5. Outreach sub-committee report – Door hangers advertising Green Expo and Arbor Day events. Pam and Cindy will distribute door hangers to be delivered door to door by green team members, Girl Scouts, and possible the Boy Scouts (Lexi will check and ask at their meeting on Wednesday). Plan is to get all door hangers delivered by April 9. Pam has listed the neighborhood/streets needing coverage and team members can sign up on BaseCamp. School no idle zone letter—Kristin reported that she has received an apathetic response from the letter she drafted to all Middletown school principals. The group discussed the importance of finding champions within the schools. Lexi volunteered to ask the middle school environmental program students if they are interested in championing the cause. One idea is to create a flyer for students to hand out educating parents about the harm of idling their cars while waiting at school.
6. Green Expo – Saturday, April 22nd – 10am – 2pm – good response so far. Kevin reported that Dempsey's Grill was interested in setting up a food table at the expo. There is a new owner of Dempsey's and they looking for exposure in the community. Janet Fox did a "save the date" flyer for Green Expo and a flyer will go out in the April water bills for the town. Cindy has created a sign-up list for volunteers the day of the expo and will post on BaseCamp. The Potomac Edison tree pick up is also the day of Green Expo behind the bank from 9-12. Mark Carney will be managing the tree pick up. Cindy is working out details to see if we will also offer electronics recycling behind the bank at the same time.
7. Pollinator demonstration gardens – Memorial Park garden plant theft replanting—Edamarie has committed to replace and plant them; Village of Foxfield eyebrow and circle planting – plants have been ordered. Cindy has coordinated with Foxfield for planting of some annuals that were already ordered. Edamarie said St. John's Wort can be cut down and back and the annuals would work well to fill in spaces with new plantings. Volunteers will meet Saturday, May 6th beginning at 8am to plant the new gardens at Foxfield.
8. Pollinator garden care schedule on Sign Up Genius—need volunteers to sign up throughout the season. Ann will add it to BaseCamp and send out a reminder email. Committee to think of a way to acknowledge Edamarie's contributions to the pollinator gardens. Team discussed getting more volunteers for Green Team

events and activities from sign up lists from our events and Green Talks. Gene is willing to enter them into the Wix email program associated with our Web site.

9. Compost project – compost bins available for purchase at municipal center. Key City Compost bin was stolen after being emptied after Tuesday pick up. Was it locked after being emptied? Key City replaced it by Friday and has not charged the town, and it is thought that they didn't secure it after emptying it. February weight of compost collected was 355 lbs.
10. Tree plantings – tree planting maintenance/inventory schedule (see below); Gene has coordinated the selection of trees for the free tree giveaway on our website: 79 trees claimed out of 100. Arbor Day tree planting will be Friday, April 28th 1-3pm – 50 trees; ~62 residents signed up for free trees; Cindy discussed planting a tree for Green Expo at Memorial park—Gene suggested 2 trees near the bleachers to provide future shade—Oaks or Black Gum. Cindy received check for the MUCFC grant of \$1,000; Potomac Edison paying \$10 per tree for Arbor Day event and employees will volunteer; will also have volunteers from Qiagen (joined in last year) and Matan companies.
11. Trees at dog park? Approved last year was two small shelters for dog owners to sit while their dogs play. After this is completed, they will assess and add trees.
12. Tree City USA – Cindy submitted the Tree City annual report, as well as the Growth Award application. Cindy has received confirmation that we were accepted as a Tree City for 2022.
13. Gift Tree Program – flyer boxes at Wiles Branch Park, Memorial Park and on Cone Branch Trail. Pam reported that she has refilled all three boxes and discussed hoping to get the gift trees planted in April. Cindy has ordered the plaques for two of three of the trees. Pam will put the flyer file on Base Camp and Mark will create a QR code for it and we will no longer print paper brochures, but instead the link will take residents to GreenMiddletown.com with all information about tree program.
14. Recycling event – the event on March 11th was a huge success – Yuck Old Paint and the Buddy Project had to leave before the event ended due to trucks being full. A fall event will be held on Saturday, October 21st. 491 gallons of paint/2 tons of paint collected! In the fall—it has been suggested to add a pallet to collect excess paint if the truck fills. Very successful—ask electronics to bring larger vehicles. Cindy is looking into whether residents can put out box springs and/or mattresses for bulk trash pick up. Cindy will research possibilities.
15. Trex plastic bag collection – follow-up to Cari Wolf's request. Ann and Pam have done this and learned that the stores (Weis and Giant Eagle) needed some education about the program. Team wondered if it is being weighed by the school?
16. Envision Frederick hosting Green Drinks in Middletown – Wednesday, June 7th at 6:00pm – The Main Cup – topic of being a Bee City
17. Tomorrow, March 22 from 7-8:30 a.m. Evangelical Reform United Church of Christ, 15 West Church Street, Frederick. All county green teams, congregation green teams, master gardeners invited to be a part of the networking event. Cindy, Ann, and Pam plan to attend.
18. No mow, Grow! May campaign to encourage residents to grow native plants and trees. The team discussed the benefits of encouraging native pollinator gardens vs no mow May.
19. April meeting date – third Tuesday – April 18th



5 Million Trees for Maryland



THURSDAY
APRIL 20
6:30 p.m.



Middletown Branch Library
101 Prospect Street
Middletown, MD 21769

Meet Anna Twigg, the tree planting specialist, implementing the Five Million Trees Initiative from the Maryland Department of Natural Resources Forest Service. Anna wants to make tree planting "as simple as possible for folks in Frederick and Washington counties to get trees".



**FREDERICK
COUNTY
PUBLIC
LIBRARIES**



fcpl.org

Seed Library

Borrow • Grow • Share

Middletown Branch Library

2023 Gardening Series

Saturday, March 25, 10:30 am
Seed Library Kick-off!
Seed Saving & Starting Seeds Indoors

Thursday, April 6, 6 pm
Introduction to Permaculture and the REED Center

Saturday, April 29, 2:00 pm
Preparing for a Successful Gardening Season

Saturday, June 3, 10:30 am
Composting
****at Fox Haven Farm**

Monday, June 12, 10 am
Forest Walk and Foraged Tea
****at Morningside Food Forest at the REED Center**

Saturday, June 24, 2 pm
The Perfect Tomato

Saturday, July 22, 2 pm
Natural Ways to Deal with Pests, Fungus, & Disease

Saturday, August 5, 10:30 am
Seed Harvesting and Saving

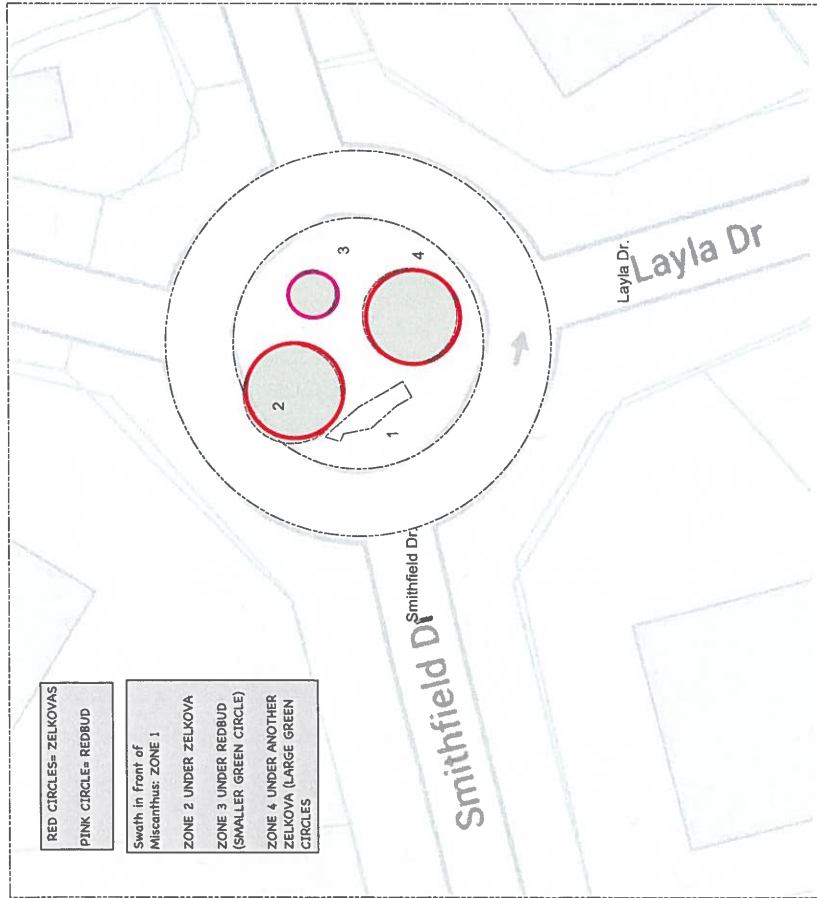
Saturday, August 26, 10:30 am
Canning, Preserving, & Fermenting

Saturday, September 23, 10:30 am
***Planning a Native Plant Garden for next Spring**

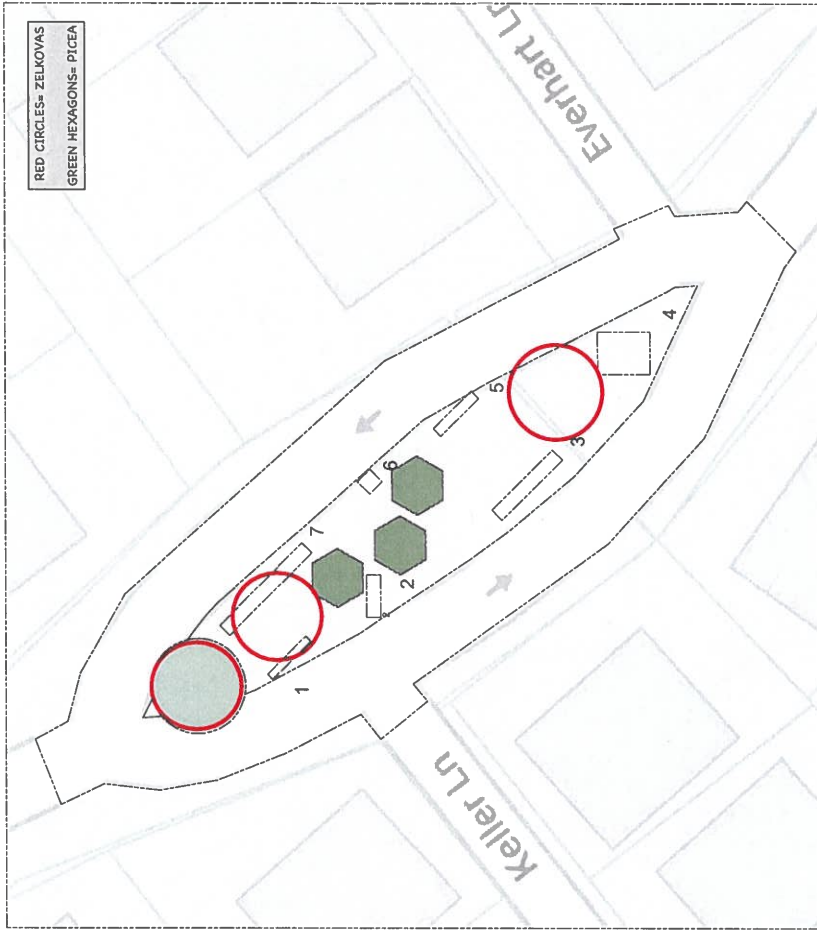
Saturday, October 28, 10:30 am
***Milkweed & Monarch Butterflies**

****To be confirmed***





- ZONE 1: 132 SQF
- ZONE 2: 10 SQFT
- ZONE 3: 10 SQFT
- ZONE 4: 45 SQFT



- ZONE 1: 30 SQF
- ZONE 2: 48 SQFT
- ZONE 3: 96 SQFT
- ZONE 4: 180 SQFT
- ZONE 5: 45 SQFT
- ZONE 6: 25 SQFT
- ZONE 7: 132 SQFT

FOXFIELD COMMUNITY
 MIDDLETOWN, MD
 PLANTING PLAN
 9.30.2022



CONFIRMATION

Order	150421
Previous Ord/Quote	
Customer PO	CKU3082023

388 North Creek Road | Landenberg, PA 19350
 610.255.0100 | orders@northcreeknurseries.com
www.northcreeknurseries.com

Great Plants Start Here!

Order pick up: 124 Wedgewood Road | Oxford, PA 19363

Sold To:

Town of Middletown MD
 Mark Carney
 31 W Main Street
 Middletown MD 21769
 301-244-0323
mcarney@ci.middletown.md.us

Ship To:

Town of Middletown MD
 Mark Carney
 7320 Holter Road
 Middletown MD 21769
 301-244-0323
mcarney@e3rmlc.com

SHIP WEEK	SHIP VIA	TERMS	SALESPERSON				NOTES		
05/01/2023	FedEx Ground-3	Net 14	Fisher, Scott						
Description	Size	Flat Price	Flat Qty Confirm	Plug Qty Confirm	Price (Eaches)	Disc %	Your Price	Royalty Per Plug	Extension Price
Freight Charges - Handling/Box	EA	\$0.00	1	1	\$0.00	0.00	\$0.00	0.00	\$0.00
Freight Charges - Outside Carrier ~25% of the cost of the plants	EA	\$0.00	1	1	\$0.00	0.00	\$0.00	0.00	\$0.00
Monarda bradburiana	LP50	\$82.23	1	50	\$1.6446	0.00	\$1.6446	0.00	\$82.23
Panicum virgatum	LP50	\$82.23	1	50	\$1.6446	0.00	\$1.6446	0.00	\$82.23
Penstemon digitalis	LP50	\$82.23	1	50	\$1.6446	0.00	\$1.6446	0.00	\$82.23
Schizachyrium scop 'Standing Ovation' PP25202 we'd a few flats become available from an earlier crop	LP50	\$113.85	1	50	\$2.2770	0.00	\$2.2770	0.20	\$123.85
Vernonia 'Summer's Surrender' PP28475	LP50	\$101.20	1	50	\$2.0240	0.00	\$2.0240	0.20	\$111.20

Flat total: 5 **Royalty Subtotal: \$20.00**

Message:

Taxable Subtotal: \$461.74
Tax: \$0.00
PrePayment: \$0.00
Total Amount Due: \$481.74

Please Note: Additions, cancellations or revisions to this order will be accepted up to 5 business days prior to the ship date. Cancellations made after this point are subject to a 20% restocking fee. It is your responsibility to arrange receipt of all goods. Freight, box and handling charges will be added to your invoice at the time of shipment.

Thank you for your order!



Order Acknowledgement

This is not an Invoice

910 Kings Highway, Woodstown NJ 08098
 Phone 888-998-1951 Fax 888-998-1952

Date 3/7/2023 S.O. No. 34870

Attn: _____ **Fax:** _____ **Phone:** 301-244-0323

Bill to:
 Middletown Municippal Center
 31 West Main Street
 Middletown, MD 21769

Ship To / Instructions:
 Town of Middletown, Maryland
 7320 Holter Road
 Middletown, MD 21769

Note:		Rep	MC		
P.O. No.		Terms	FOB	Ship Via	Ship Week
CKU3072023		Due on receipt	New Moon	UPS	5/1/2023
Item	Description	Ordered	Rate	Shipped	Amount
Aster-cordif...	DP50, Aster cordifolius	1	72.00		72.00T
Aster-eriSno...	DP50, Aster ericoides 'Snow Flurry'	2	78.00		156.00T
Coreo-lance...	DP50, Coreopsis lanceolata	1	72.00		72.00T
Echin-purpu...	DP50, Echinacea purpurea	1	72.00		72.00T
Eupat-hysso...	DP50, Eupatorium hyssopifolium	1	72.00		72.00T
Liatr-microc...	DP50, Liatris microcephala	1	84.00		84.00T
Prune-vulM...	DP50, Prunella vulgaris 'Magdalena' PPAF	1	78.00		78.00T
Pycna-mutic...	DP50, Pycnanthemum muticum	1	72.00		72.00T
salvi-lyrata-...	DP50, Salvia lyrata	1	78.00		78.00T
Sisyr-Suwan...	DP50, Sisyrinchium angustifolium 'Suwannee'	2	78.00		156.00T
Solid-caesia...	DP50, Solidago caesia	2	72.00		144.00T
Shipping an...	Estimated Shipping and Handling 7 boxes UPS shipping		210.00		210.00
Inspect all plants immediately upon arrival. Request for credit must be received within 5 days and include images. Contact your sales representative for claims.			Subtotal		\$1,266.00
			Sales Tax (0.0%)		\$0.00
			Total		\$1,266.00
This transaction is subject to additional terms and conditions which are available for review on our website. newmoonnursery.com					



MONTHLY SUSTAINABILITY REPORT

START DATE: 3-01-2023

END DATE: 3-31-2023

Town of Middletown
313 S. Church St
Middletown, MD 21769



OFFSET EQUIVALENTS:



CO₂
EMISSIONS
FROM

14

GALLONS
OF GAS
CONSUMED



GREENHOUSE
GAS
FROM

323

MILES
DRIVEN
BY AN AVERAGE
PASSENGER VEHICLE



CARBON
SEQUESTERED
BY

2

TREE
SEEDLINGS
GROWN FOR
10 YEARS



CO₂
EMISSIONS
FROM

15,814

SMART
PHONES
CHARGED

COLLECTION WEIGHTS:

Total Weight: 375 lbs (0.2 Ton)

**4539 METROPOLITAN COURT
FREDERICK, MD 21704**

**240-608-0283
INFO@KEYCOMPOST.COM**

THE TOWN OF



Middletown



WITH



NEEDS VOLUNTEERS

COME HELP PLANT NATIVE TREES ON TOWN-OWNED LAND

Join Us! Friday, April 28th 1 – 3:00pm

For Our ARBOR DAY Proclamation!

MEET AT HOLLOW CREEK PARK (WATER TREATMENT AREA)
ON HOLLOW ROAD NEAR THE ENTRANCE TO FOXFIELD

PARKING ALONG LAYLA DRIVE

Look for the signs to know where to park and meet!
See you there



Bring a shovel



and gloves



If you have any questions, please do not hesitate to contact - Middletown Staff Planner, Cindy Unangst, at 301-371-6171.

Anyone is welcome to help with this volunteer effort - families, students, retirees, civic organizations, businesses, etc. **BY THE WAY, THE HOLES WILL BE DUG!**

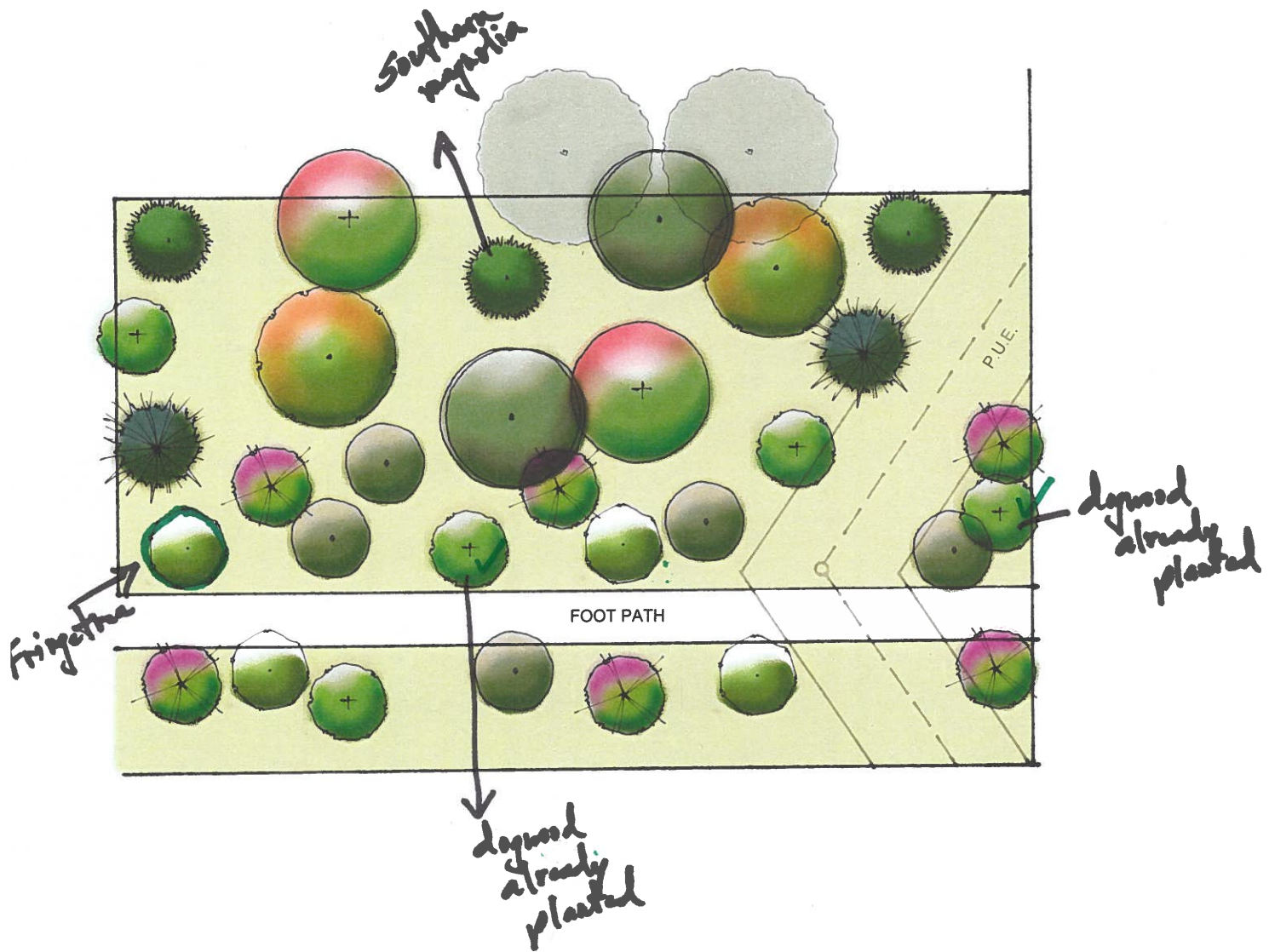
Middletown residents are encouraged to plant trees on their own properties!

A \$25 off coupon for a native tree is available at the town office.





X's show tree planting locations:
Swamp white oak (5)
White oak (10)
Sycamore (5)
Sweetgum (12)
Eastern red-cedar (8)
Eastern redbud (10)



-  SOUTHERN MAGNOLIA 'BRACKEN'S BEAUTY'
-  EASTERN RED CEDAR
-  RED MAPLE
-  WILLOW OAK
-  BLACKGUM
-  REDBUD
-  DOGWOOD
-  SERVICEBERRY
-  FRINGETREE
-  EXISTING TREE

TOWN OF MIDDLETOWN
MEMORIAL TREE PROGRAM
LINDEN BOULEVARD

STADLER NURSERIES
SEPTEMBER 2020 K.A.P.
SCALE: N.T.S.