

Memorandum

To: Middletown Sustainability Committee

From: Cindy Unangst, Staff Planner

Date: September 15, 2020

RE: September Green Team Virtual meeting agenda for Tuesday, September 15th

Cindy Unangst is inviting you to a scheduled Zoom meeting.

Topic: September Sustainability Committee meeting

Time: Sep 15, 2020 05:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87828802878?pwd=a21JbWh6RFVqMGxoTWdQTvdQbzhTQT09>

Meeting ID: 878 2880 2878

Passcode: 085849

One tap mobile

+13017158592,,87828802878#,,,,,0#,,085849# US (Germantown)

Dial by your location

+1 301 715 8592 US (Germantown)

Meeting ID: 878 2880 2878

Passcode: 085849

Find your local number: <https://us02web.zoom.us/j/87828802878?pwd=a21JbWh6RFVqMGxoTWdQTvdQbzhTQT09>

Meeting discussion items:

1. July meeting minutes approval
2. 2020 Green Lectures – on hold
3. MUCFC grant application – submitted February 14th; received the \$1,000 grant award for tree planting!!
Need to determine a new date for the tree planting since classes will be held on Election Day, Nov. 3rd.
4. Tree trail at Wiles Branch Park – tags are installed; StoryMap is on website!
5. Tree subcommittee (Agnesanne, Ann, Pam, Jamie, Doug) – plan to meet with Diana Corl on Sept. 22nd
6. Foxfield FRO area – met with residents of Village of Foxfield on Wednesday, Sept. 9th (Cindy)
7. Compost bins – 1 left! Greenbelt has extra that we can purchase, but we would need to pick them up.
8. Comprehensive Plan Sustainability chapter – reminder that October 1st is our deadline for content
9. Bee City USA (Mark)

- 10. Pollinator-Friendly solar installations (Ann)
- 11. Habitat advisor volunteers (Ann)
- 12. County Climate Change Emergency Resolution - approved
- 13. County FRO amendment update - approved
- 14. October meeting date – third Tuesday – October 20th;

GOALS FOR 2020:

PLANT 100 TREES IN 2020					
CREATE A TREE GIFT PROGRAM - GOAL OF \$1000					
QUANTIFY/SHOW PROGRESS [MEASURABLE GOAL NEEDED] ON 25% CANOPY BY 2025					
HOLD GREEN EXPO - APR 25					
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					

**July Sustainability Committee/Green Team Zoom Meeting
Jul 21, 2020 05:00 PM**

Present: Cindy Unangst, Ann Payne, Rick Dietrick, Gene Fleeman, Dave Lake, Agnesanne Danehey, Mark Carney, Pam McDonald, Sean O'Keefe

May and June meeting minutes were approved.

2020 Green Lectures are still on hold.

MUCFC grant application was submitted February 14th and awarded \$1,000 for tree planting. Tentative tree planting suggested for Tuesday, November 3rd (Election Day).

Tree City USA – We need to determine where to locate our two TC street signs we received. Town entrances were suggested.

Tree Trail at Wiles Branch Park – Identified trees are tagged. M'town's GIS person will map the identified/named trees for addition to the town's website. Memorial Tree tags should be located within mulch borders to avoid mowing problems.

Loraxers - Tree Subcommittee, no report. A walk is being planned for all CS to explore Frederick's Waterford Park's established meadow, trail, well-marked large native plantings. Date tba.

Compost bins – only three left! Greenbelt has extra that we can purchase, but we need to pick them up. We can purchase at \$36 apiece and sell for \$40. Due to staffing overload, pick up could be complicated. Town crews were unable to pick up our 50 trees, which await us at a nursery. Once we have them, we will keep the trees to plant in the fall.

Comprehensive Plan - We are asked to add to the Sustainability chapter. October 1st is the deadline for content. Mark agreed to search sustainability sections in other town's Comprehensive Plans.

Bee City USA - Mark and Cindy conferred with Burgess Miller. Mark has submitted BC application, to be introduced to town on Monday. Once formally approved and accompanied by \$100 fee, we will be a Bee City USA town, one of two in MD. We will be committed to actions agreed upon with Xerces Society to maintain our status.

Mark is searching Google Earth to search for potential pollinator conservation sites. Site selection will be on an upcoming SC agenda. We anticipate a significant reduction in town mowing. Gene will ask Frederick County Beekeepers for bee keepers we might ask about desirable bee fodder. Cindy will also search Expo records for local bee keeper names.

We will run an annual audit of the town's landscaping expenses to monitor/report on compliance.

Sustainability Committee Manual has been suggested. We may include Night Sky compliance, compost bins, school composting (whenever . . .), Pollinator, Bee and Tree City initiatives, memorial tree program, and more.

Pollinator resolution – Pollinator resolution being sent to Village of Foxfield HOA. It will help inform our Bee City program.

County Climate Change Emergency Resolution passed on 07/21.

County Forest Resource Ordinance amendment unanimously passed on 07/21. Zoning Ordinance vote delayed for two more weeks.

Planters - Ten tree-sized and eight smaller planters will be placed throughout downtown. Becky and Cindy are querying businesses. Tulip poplars were selected for the tree planters. Trees will be removed and planted in town after two years. We will make native plant suggestions for fall.

August meeting date – third Tuesday – August 18th

GOALS FOR 2020:

PLANT 100 TREES IN 2020				
CREATE A TREE GIFT PROGRAM - GOAL OF \$1000				
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HOLD GREEN EXPO - APR 25				
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Memorial Tree Program - Application

Donor Information:

Name: DIANA CORL
Address: 110 WINDEW BLVD
City: MIDDLETOWN State MD Zip 21769
Phone: 301-371-7737
Email: dwcorn139@comcast.net

Donation Information:

This Memorial Tree will be purchased for: *(name or event)*
(NOTE: This will be the first line of the Tree Tag)

- In Honor of _____
 In Memory of LEWIS CORL

Tree Tag Engraving:

Additional information to be engraved on the Tree Tag:
(Please print clearly. Maximum of 3 lines, 20 characters/spaces per line)

B	Y		D	I	A	N	A	,	M	A	T	T	H	E	W	,			
A	N	D	R	E	W		A	N	D		B	E	N	J	A	M	I	N	
C	O	R	L		A	N	D		F	A	M	I	L	I	E	S	.		

About your tree:

- We'll work with you to select a native tree species that is site appropriate
- We'll work with you to select a location on Town property

Memorial Bench option:

- Yes, I plan to donate both a tree and a bench
We partner with the Middletown Memorial Bench program. Donors have an option to purchase both a bench and tree at a discount. If interested in both, obtain the Memorial Bench application from the Town at (301) 371-6171 and submit both applications together.

Payment Information:

- Cost will vary with tree size/species (\$300-\$600)
- Checks made payable to Middletown Sustainability Committee
(payments are considered tax deductible donations)

Please return completed form to:

Middletown Sustainability Committee, 31 West Main St, Middletown MD 21769

For more information: Contact Cindy Unangst at cunangst@ci.middletown.md.us (301) 371-6171

August 12, 2020

Enclosed are the forms along with checks for a Memorial Bench and a Memorial Tree in memory of my husband, Lewis Corl.

Lewis was a long time member of the Parks & Recreation Committee which he truly enjoyed. The Cone Branch Trail runs just across the stream from our house and it is a delight to see so many people using that beautiful trail for walking, jogging and bicycling. Our children and grandchildren enjoy using it when they are visiting.

I have included a check for \$400.00 for the tree. If the tree chosen is more expensive than that, please let me know and I will cover the additional cost.

Many Thanks,

A handwritten signature in black ink, appearing to read "Diana W. Corl". The signature is fluid and cursive, with the first name "Diana" being the most prominent.

Diana W. Corl
110 Linden Blvd.
Middletown MD 21769
301371-7737
dwcorl39@comcast.net



9/8/20

Town of Middletown MD

Prices include tree, planting, shovel edging, mulching and staking in an approximately 4' diameter circle.

All species are subject to availability at time of planting.

Native Evergreen Trees

Eastern Red Cedar	15 gal 6'
Southern Magnolia	15 gal

Native Understory Trees

Redbud	8' 2"
Dogwood Cherokee Princess	8' 2"
Fringetree	5'

Non Native Understory Trees

Kousa Dogwood	8' 2"
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Native Shade Tree

Red Maple	2"
Willow Oak	2"
Black Gum	2"

www.stadlernurseries.com

P.O. Box 5009
Laytonsville, MD 20882
301.944.1190

5504 Mt. Zion Road
Frederick, MD 21703
301-473.9042

10200 Stadler Place
Bristow, VA 20136
703.257.2800



1 HOFFMAN DRIVE

7 SARA LANE

5 SARA LANE

SARA

HOFFMAN

198 SMITHFIELD DRIVE

SMITHFIELD

LAYLA

KELLER

CRONE

EVERHART

DERR

RHODERICK

STINE

OPEN LOT

August 3, 2020

Clagett Management
Kathryn Schroyer, Community Manager
Villages of Foxfield HOA
7540 North Market Street
Frederick, MD 21701

RE: VILLAGES OF FOXFIELD FOREST CONSERVATION PROTECTION MEASURES

Dear Ms. Schroyer:

As a follow-up to the letter sent by The Town of Middletown dated July 10, 2020, this letter will outline a plan for moving forward with protection measures for the Foxfield forest conservation easement. Beginning August 1, 2020, the Town will enforce the following:

- 1) The Town is responsible for mowing from the eastern property line of the properties fronting the forest conservation easement area as shown on the attached map to the first row of trees planted in the forest conservation easement. Residents are not to mow any of the property owned by the Town.
- 2) No pruning of the trees in the forest conservation easement shall be done by town residents. If there is a concern about a particular tree or trees, it should be reported to the Town Administrator **and** the Staff Planner. The Town is committed to respond in a timely manner to the report.
- 3) No fertilizing or weed control shall be done by town residents on town property including in the forest conservation easement.
- 4) The Town will install Forest Conservation signage off the walking path so that all residents will understand that the area is a natural area that is to be a mature forest for future generations.
- 5) The Town understands that residents of the Villages of Foxfield received permission to plant and care for some weeping cherry trees that are located on town property within the forest conservation easement. Residents may continue to care for those cherished trees and the area immediately around them.
- 6) The Town will look to augment areas of the forest conservation easement that are in need of tree cover with trees that are obtained thru grant funding or otherwise.

We hope that residents of Foxfield will continue to enjoy the walking trail and surrounding area as this area naturalizes over time into a real asset for the community, the environment, the flora and the fauna. If you would like to meet with any, or all, of us, please let us know and we can do that up at the Villages one day. If there are any questions please feel free to contact us at your earliest convenience at 301-371-6171.

Sincerely,
Burgess and Commissioners
Middletown, MD

Cynthia K. Unangst, AICP
Staff Planner

John Miller
Burgess

Andrew Bowen
Town Administrator

CC: Property Owners in Foxfield Active Adult Community



RESOLUTION NO. 20-05

**RESOLUTION ADOPTING THE MIDDLETOWN SUSTAINABILITY COMMITTEE
RECOMMENDATION TO DESIGNATE
THE TOWN OF MIDDLETOWN AS A BEE CITY USA® AFFILIATE**

WHEREAS, the mission of *BEE CITY USA* (an initiative of the Xerces Society) is to galvanize communities to sustain pollinators, responsible for the reproduction of almost 90% of the world's flowering plant species, by providing them with healthy habitat, rich in a variety of native plants and free to nearly free of pesticides; and

WHEREAS, thanks to the more than 3,600 species of native bees in the United States, along with introduced honey bees, we have very diverse dietary choices rich in fruits, nuts, and vegetables; and

WHEREAS, bees and other pollinators have experienced population declines due to a combination of habitat loss, poor nutrition, pesticides (including insecticides, fungicides, and herbicides), parasites, diseases, and climate change; and

WHEREAS, pollinator-friendly communities can benefit local and regional economies through healthier ecosystems, increased vegetable and fruit crop yields, and increased demand for pollinator-friendly plant materials from local growers; and

WHEREAS, ideal pollinator-friendly habitat (A) is comprised of mostly native wildflowers, grasses, vines, shrubs, and trees blooming in succession throughout the growing season to provide diverse and abundant nectar and pollen, since many wild pollinators prefer or depend on the native plants with which they co-adapted; (B) is free to nearly free of pesticides, as many pesticides can harm pollinators and/or their habitat; (C) comprises undisturbed spaces (leaf and brush piles, unmown fields or field margins, fallen trees and other dead wood) for nesting and overwintering; and (D) provides connectivity between habitat areas to support pollinator movement and resilience; and

WHEREAS, Integrated Pest Management (IPM) is a long-term approach to maintaining healthy landscapes and facilities that minimizes risks to people and the environment by: identifying and removing the causes of pest problems rather than only attacking the symptoms (the pests); employing pests' natural enemies along with cultural, mechanical, and physical controls when prevention is not enough; and using pesticides only when no other method is feasible or effective; and

WHEREAS, supporting pollinators fosters broad-based community engagement in environmental awareness and sustainability; and

WHEREAS, Town of Middletown should be certified a *BEE CITY USA* community because the Burgess and Commissioners have recognized the importance of pollinators to the well-being of all in its Resolution 17-07 (November 13, 2017) which commits to:

- following best IPM practices;
 - educating the broader community about these actions and stress their importance;
 - urging all businesses, homeowners, and homeowner associations to avoid the purchase and application of pesticides and other products hazardous or lethal to pollinators;
 - discouraging the unnecessary cosmetic use of hazardous lawn and garden chemicals and instead encourage and support IPM Practices for control, including appropriate plant selection and maintenance;
 - reviewing the Town's mowing practices in order to raise grass to the IPM recommended 2.25 to 4" height in areas used for recreational purposes and raise grass to the legal 8" height in appropriate non-recreational areas;
 - managing Town properties effectively by adding fewer exotic non-native plants and installing more native perennial plants; identifying and dedicating potentially pollinator-friendly areas, continuing creating habitat by replacing unnecessary turf grass with trees, shrubs, sub-shrubs and herbaceous plants known to shelter pollinators; and leaving some areas with brush piles, bare earth patches and fallen trees so that native pollinators can nest;
 - reviewing the Town's bid solicitation documents, existing contracts, service agreements and purchases to screen for unsafe chemicals; and requesting IPM in bids and contracts with landscapers, pest-management companies, and other independent contractors engaged by the town.

NOW, THEREFORE, in order to enhance understanding among local government staff and the public about the vital role that pollinators play and what each of us can do to sustain them, the Town of Middletown chooses to support and encourage healthy pollinator habitat creation and enhancement, resolving as follows:

1. The Town of Middletown Burgess and Commissioners is hereby designated as the *BEE CITY USA* sponsor.
2. The Town of Middletown's Administrator and Public Works Department are designated as the *BEE CITY USA* Liaison.
3. Facilitation of Town of Middletown's *BEE CITY USA* program is assigned to the Sustainability Standing Committee.
4. The Sustainability Standing Committee is authorized to and shall:
 - a. **Celebration:** Host at least one educational event or pollinator habitat planting or restoration each year to showcase Town of Middletown's commitment to raising awareness of pollinator conservation and expanding pollinator health and habitat.
 - b. **Publicity & Information:** Install and maintain at least one authorized *BEE CITY USA* street sign in a prominent location, and create and maintain a web page on the Town of Middletown's website which includes a copy of this resolution and links to the national *BEE CITY USA* website; contact information for your *BEE CITY USA* Liaison and Committee; reports of the pollinator-friendly activities the community has accomplished the previous year(s); and a recommended native plant species list and an IPM plan.
 - c. **Habitat:** Develop and implement a program to create or expand pollinator-friendly habitat on public and private land, which includes, but is not limited to: identifying and inventorying Town of Middletown's real property that can be enhanced with pollinator-friendly plantings; creating a recommended locally native plant list to include

wildflowers, grasses, vines, shrubs, and trees and a list of local suppliers for those species; and, tracking (by square footage and/or acreage) annual area of pollinator habitat created or enhanced.

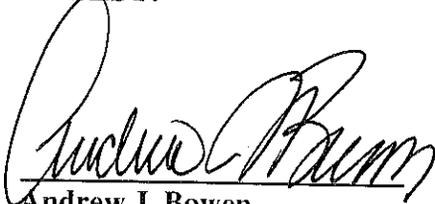
- d. **Pollinator-Friendly Pest Management:** Create and adopt an IPM plan designed to prevent pest problems, reduce pesticide use, and expand the use of non-chemical pest management methods.
- e. **Policy & Plans:** Establish, through the Town of Middletown, a Pollinator Conservation Program plan integrated into the Town's Sustainability Manual and a pollinator conservation policy in the Town's Comprehensive Plan to acknowledge and commit to the *BEE CITY USA* designation. An annual review the Pollinator Conservation Program and other relevant documents shall be performed to consider improvements to pollinator conservation efforts, the IPM plan and practices as they relate to pollinator conservation, performance of existing pollinator-friendly plantings, and consider new locations and other appropriate measures.
- f. **Renewal:** After completing the first calendar year as a *BEE CITY USA* affiliate, each February, apply for renewal of Town of Middletown's *BEE CITY USA* designation following the format provided by *BEE CITY USA*, including a report of the previous year's *BEE CITY USA* activities, and paying the renewal fee based on Town of Middletown's population.

INTRODUCED ON THE 27th DAY OF JUNE, 2020

PASSED ON THE 27th DAY OF JUNE, 2020 EFFECTIVE

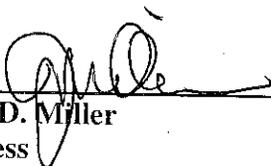
DATE: June 27, 2020

ATTEST:



Andrew J. Bowen
Town Administrator

**BURGESS AND COMMISSIONERS
OF MIDDLETOWN**



John D. Miller
Burgess