

## **Town of Easton, Massachusetts**

### **Regulations Governing the Private Sponsorship of Plantings and Landscaping Within Town Property**

Pursuant to and by the authority of Article 3, Section 3-2 (c) of the By-Laws of the Town of Easton, the Board of Selectmen hereby adopts the following Rules and Regulations Governing the Private Sponsorship of Plantings and Landscaping Within Town Property.

#### **I. General**

1. The Town of Easton has undertaken a bold and ambitious goal to revitalize and add scenic landscaping to traffic islands and other areas of public land. In a precedent setting joint effort, the Friends of Easton Public Gardens, Easton Garden Club and Easton Lions Club in conjunction with citizens at large have joined forces to combine their knowledge and skill to make this a reality.
2. From this group of talented and motivated people, the Board of Selectmen has formed the Public Space Committee and charged them with implementing this program.
3. To aid in this endeavor, the Town is asking landscape contractors, businesses, community organizations and individuals to participate in a sponsorship or “adoption” program.
4. For their part, sponsors will be recognized with a sign, bearing their company or organization’s name placed prominently on the traffic island or area.

#### **II. Application Process**

1. The Public Space Committee (“Committee”), working with the Department of Public Works, shall designate which traffic islands and other locations will be made available for the sponsorship program.
2. Applications for sponsorship must be submitted in writing to the Public Spaces Committee, care of Town Hall, 136 Elm Street, North Easton, MA 02356. Applications are available at Town Hall and on our website at <http://www.easton.ma.us/>
3. All applications should be accompanied by photographs of the site, description of proposed improvements, list of proposed plant materials, as well as the location desired. Applicants should take into account the rural and historic character of the town in their design and choice of materials. Preference should be given to native specimens when appropriate.
4. The Committee, upon consultation with the Department of Public Works and Town Land Use Agent prior to the adoption, will have sole discretion in the assignment of location. Criteria will include, but not be limited to: a. First to apply b. Preference may be given to local businesses c. Quality of design d. ability to provide ongoing care and maintenance.
5. Applicants may be asked to provide proof of liability and worker’s compensation insurance in order to be considered.

6. If a business is using a hired landscape contractor, the name and contact information shall be provided to the Committee, as well as certificates of liability and worker's compensation insurance for said contractor.
7. In the event that a business changes the landscape contractor assigned to the care of their assigned area, they will immediately notify the Committee in writing and provide updated contact and insurance information as prescribed in section 6.
8. Applicants should be willing to make a commitment of at least one year.
9. Applications for plantings should be received by May 15.

### **III. Plant Materials**

1. Choice of perennial plants should be of native drought and salt tolerant species. However, creativity of design is welcome providing proper care can be given to the plantings.
2. All mulch shall be of a commercial pine-bark variety (dark or red hemlock varieties will not be permissible)
3. The installation of trees and shrubs will be permitted only after approval from the Committee, a representative from the Department of Public Works and the Traffic Safety Officer where applicable.
4. The maximum height of plant material within traffic islands and intersections will be determined in part by taking into account the visibility requirements for the safety of motor vehicle traffic. The Traffic Safety Officer or the Town Hall shall have the authority to order the removal of any planting that may be deemed a safety hazard.
5. The Committee retains the right to approve, disapprove or modify the choice of plant material.

### **IV. Maintenance and Construction**

1. Participants will be required to maintain their area in a professional manner. Maintenance will include proper mulching of beds, mowing of grass where applicable, watering, weeding, deadheading, pruning, litter control, spring and fall clean-ups. Fall clean-up should include removal of all remaining perennial plant stalks.
2. The use of fire hydrants shall be prohibited without expressed written consent from the Water Division Superintendent.
3. The Committee may, at its discretion, determine that an area is not being properly maintained. After sufficient warning, the Committee may remove the sign and any plant material it deems necessary. The sponsor's participation in the program will be terminated and the area reassigned.
4. Before the start of work, the sponsor or sponsor's contractor may be required to contact Dig Safe for the purpose of marking all utilities in the area.
5. Any use of machinery and excavating equipment shall be approved by the Committee and the Department of Public Works.
6. The sponsor shall pay for the services of such police officer(s) as the Police Department or Department of Public Works may require during the construction process.

## **V. Signage**

1. The Town will provide one (1) sign to recognize the sponsoring party. (Telephone numbers or email address will not be allowed.)
2. The sign design has been adopted by the Committee and shall remain consistent throughout the Town pursuant to Section 10 of the Zoning By-laws.
3. Signs will be removed by the Committee or agents of the Town before the first snowfall and be replaced in the Spring.

## **VI. Annual Renewal**

1. All participants will have right of first refusal for their previous year's area each Spring.
2. The Committee shall review the participant's workmanship and maintenance practices during the past year(s). The decision to retain a sponsor will be directly related to these factors. If the Committee votes to replace the sponsor, notice will be given to the sponsor in writing no later than December 1<sup>st</sup>.
3. Sponsors should notify the Committee in writing as soon as practical, but no later than May 15<sup>th</sup> of their desire to continue as a participant in the program.
4. Renewal letters confirming sponsor participation will be given in writing no later than March 1<sup>st</sup>.