

**CONTRACT #1 – TOWN HALL, LIBRARY, JARVIS AND ONION BARN  
MAINTENANCE LANDSCAPING**

**ITEMS 1 - 10 SHOULD BE COMPLETED AT TOWN HALL, LIBRARY, ONION BARN, AND JARVIS MILITARY ACADEMY BY MAY 22, 2013**

Responsibilities:

The bid is for Town Hall, Library (including Memorial Garden), Jarvis Military Academy, and Onion Barn properties. All debris must be removed from site and carted to Transfer Station. The Town of Weston will not charge a fee.

1. Weed and edge all beds and walkways, including along stonewalls on Norfield Rd.
2. Apply a granular or liquid weed control to beds.
3. Fertilize all shrubs with a granular or liquid fertilizer, with the exception of any trees that are in the beds.
4. Town Hall front stone patio shall be sprayed for moss removal as needed through the season.
5. Spray all walkways with weed control as needed during season.
6. Remove mulch from around all ornamental and specimen trees (A through E below). Cut new larger beds around trees, mulch with new mulch. Specify amount (cubic yards) and type of mulch to be used. (Sweet Peet or Shredded Cedar only). **DO NOT LET MULCH TOUCH TRUNKS OF TREES. Top dress with new mulch as needed during the season. Mulch to be approved by Beautification Committee in advance of work.**
  - A. Trees at Onion Barn – maples and dogwoods.
  - B. Jarvis - dogwoods in southern lot, along Weston Rd at fence, and stonewall along Norfield Rd. Tea-cup magnolia, crabapple in front of root cellar.
  - C. All dogwoods at Town hall.
  - D. Miscellaneous trees in lawn at Library (15)
  - E. Memorial trees near Fire Dept and Police Dept.
7. Mulch all beds at Town Hall, Library, Jarvis as specified above.
8. Spray one application of Round-Up on poison ivy that grows on stonewall along Norfield Road (Library, Jarvis and Town Hall) and on stone wall behind Town hall that abuts school field.
9. Apply weed killer on ground in front of raised bed stone wall and around perimeter of Onion Barn as needed during season.
10. Rake and aerate lawns at Town Hall and Library. Reseed and top dress with compost. Specify amount and type of compost (cubic yards) to be used.

***FOLLOWING ITEMS SHOULD BE DONE DURING THE SUMMER (June-August)***

Prune and dead head all shrubs during season. It will be up to the contractor to know the proper timing of each shrub (trees in bed are excluded).

All shrubs that extend onto and over walkways should be pruned back.

1. Weed all beds around Town Hall, Library, behind Police Station and Onion Barn during season as needed.
2. Remove weeds next to walkways at Police Station. Weed-wack around communication tower inside white fenced area 1/month
3. Remove aggressive vines on stonewalls along Weston and Norfield Roads and also in lilac bushes.
4. Provide an hourly rate for extra work that might occur during the year, i.e. planting, removing transplanting bushes, etc.

#### **ADDENDUM TO MAINTENANCE CONTRACT**

1. Library: All shrubs in front of library need to be cut back **significantly**. Take out bayberry suckers. Cut back Anthony Waterer spirea at corner. Cut back bottom limbs of plants to expose juniper and barberry shrubs. Remove porcelain vine in corner shrub. Remove all dead branches in shrubs, cut back hollies significantly. Remove volunteer cedar at back door of Library over wooden bench. (Cut to ground).
2. Cut back juniper at police parking area to eliminate overhanging growth into parking spaces and to expose parking signs.
3. Remove ivy around cedars along communication building. Mulch bed.
4. Prune back Andromeda at front walk in front of Town Hall.
5. Prune Inkberry at Town Hall (on Fire Dept side). Need to open up top of shrub to create a better sight line from interior through window.
6. Prune Yews off building at side of Town Hall (facing firehouse driveway).
7. Clean up shrubs along side of Town Hall outside of Meeting Room (facing firehouse driveway).
8. Purchase and install 200' of new soaker hoses for side walkway at Town Hall-south side of walkway and around corner in bed around AC units. Hose must go around each plant.
9. Remove large Winged Euonymus on Weston Rd at corner of Jarvis property.
10. Clean up (rake and weed) wood chip bed around large oak behind poolhouse at Jarvis. Keep chips away from trunk of tree.
11. Remove old junipers along pathway at Memorial Garden at Town Hall driveway

**CONTRACT #2 – TOWN HALL, ONION BARN, LIBRARY AND JARVIS INSECT AND DISEASE CONTROL – All major shade trees, dogwoods, evergreens, including trees in beds.**

Responsibilities:

1. Provide following applications once per year using least toxic methods of control. All product labels will be submitted to Beautification Committee for approval before use. Additional applications may be requested by Town.

Dormant Horticultural Oil (1x)

Fungicide (3x) at bud break and 10 day intervals for dogwoods & crabapples

Mugo pine: spray for sawfly, white birch: spray for birch leaf minor.

Insecticidal soap/horticultural oil for Boxwood Leaf Miner on adults in late April/early May

2. Make monthly inspections (3x) June – August of all trees and shrubs for disease and insect infestations.

**CONTRACT #3 – TOWN HALL, ONION BARN, JARVIS AND LIBRARY TREE  
PRUNING – All major shade trees, dogwoods, evergreens including all trees in beds.  
This also includes the trees in beds at Steephill and Kellogg Hill.**

1. Prune all major shade trees, dogwoods, crabapples and evergreens including all trees in beds. It is the responsibility of the contractor to know the proper timing for pruning each type of tree.
2. All debris must be removed from site and carted to Town Transfer Station.
3. Provide an hourly rate for extra work that might occur during the year.
4. Remove large broken limbs in large (HICKORY)? at Jarvis

***ADDENDUM TO CONTRACT items that need to be included along with regular pruning***

1. Shear Arborvitae at Police Station front doorway
2. Shear hollies at front steps of town hall.
3. Touch up hemlock hedge at Town Hall near Fire Dept.

**CONTRACT #4 – TOWN HALL, LIBRARY, JARVIS, ONION BARN TREE  
FERTILIZATION. All major trees, dogwoods, evergreens including all trees in beds.**

1. Fertilize all major shade trees, dogwoods, evergreens, including all trees in beds.  
It will be up to the contractor to know the proper timing for each type of tree.  
Fertilizer to be approved by Beautification Committee.