

# DRAFT

## Recognitions, Memorials, Dedications on Lewisboro Parks sites

### Fundamental options:

1. Do not permit town memorials
2. Permit memorials within limits of published guidelines
3. Permit memorials without guidelines on an ad hoc basis

### Considerations

- Not allowing memorials makes the process consistent and very easy. However, it may not be sustainable. Memorial advocates can point to other towns' policies as examples of workable solutions. Advocates can also site previously named "memorials" already in Lewisboro as justification to permit additional memorials. "Because we do not allow them" may not be an entirely sufficient response to advocates from town government, as it begs for a rationale.
- Specific guidelines/policy can provide a basis for control and acceptance/rejection based upon standardized criteria.
- No published guidelines and ad hoc permissions for memorials are likely to evolve to future controversies; ambiguous concessions, etc

What we will need: a list of Parks items (e.g., foliage with locations, drinking fountains, benches, trails, fields, etc) from a which a recognition selection can be made

### Additional considerations:

- Notable positive contribution" = examples  
social/political/monetary? local or beyond our borders ?( e.g. actors)
  - Create a Wall of Fame
  - For persons who don't fit criteria - a limited restriction  
planting/tree/shrub/ornamental section?
  - Town Park and/or on Local roadways?
-

# DRAFT

## Recognitions, Memorials, Dedications on Lewisboro Parks sites

### Recognition Guidelines and Application

For Recognitions, Memorials and Dedications on Lewisboro Parks locations

#### Criteria

- The individual should be/have been a current resident or long-time former resident (Guideline: 10 year residency)
- The individual has made a significant contribution to the town of Lewisboro.
  - Examples of significant contributions: long standing members of community service organizations (Lions Club, Ambulance Corps, xxx, yyy, zzz, etc); military/war service veterans; long standing members/leaders of volunteer organizations (Fire department, Boy Scouts, Girls Scouts, Youth sports leadership, etc); Public officials, Elected Officials
  - People who, over the test of time, have made a notable positive contribution to Lewisboro
  - People who are a role model worthy of being emulated in the judgement of the greater population of the town
- Affirmation guideline: minimum 100 residents' signatures on the Recognition request
- The recognition need not be posthumous
- Posthumous recognitions require a one year waiting period to allow sufficient time for rational examination of the request
- All funds to create, install and maintain a recognition/memorial should come from outside sources, i.e., not from Town of Lewisboro budgets
- Lewisboro Parks and Recreation Department, in cooperation with the Parks and Recreation Advisory Council, reserves the right to deny, remove, or relocate a recognition, memorial, or dedication (i.e., recognitions, memorials, dedications will not be considered permanent)
- Future repair or replacement due to age, wear, vandalism, storm damage, etc., is not the responsibility of the Town of Lewisboro and the Parks and Recreation Department.

#### Process

1. Complete and submit a Request for Recognition to the Lewisboro Parks and Recreation Department
2. The Parks and Recreation Director will review the request with the Parks and Recreation Advisory Council. Questions and concerns will be reviewed with the requestor.
3. If the request is accepted for further examination, the requestor will receive a selection list of available recognition items. The list contains specific items needed in the parks and is updated annually.

# **DRAFT**

## **Recognitions, Memorials, Dedications on Lewisboro Parks sites**

4. Select from the list and notify the Parks and Recreation Department
5. The Parks and Recreation Advisory Council will submit the request and selection for approval of the Town Board.
6. If approved, the Parks and Recreation Department will coordinate the submission of the funding and the process of completion of the recognition.

### **Expectations:**

- The request will weighed in consideration of the individual's contributions to Lewisboro
  - The process will take considerable time (up to one year) from submission to final decision
  - Recognitions requiring little or no maintenance will be favorably considered
-

# DRAFT

## Recognitions, Memorials, Dedications on Lewisboro Parks sites

### Recognition Application

Your name:

Telephone:

E mail:

Street Address:

Name of person you wish to recognize:

Your relationship to this individual:

Years of residence in Lewisboro for person of recognition:

Reason for this recognition:

(Using the criteria as a guideline, why should this individual be considered for recognition?)

Affirmation signatures:

1

2

3

.

.

.

100

---