

**VILLAGE OF ESSEX JUNCTION**  
**TREE ADVISORY COMMITTEE MEETING**  
**WEDNESDAY DECEMBER 2, 2015 AT 5:30 PM**  
**LINCOLN HALL**  
**AGENDA**

- Minutes Review;
- Inventory Update-Mapping;
- Management Plan-Incorporating with Map Data Base;
- Prep for January Trustees Meeting Presentation;
- Tree Pruning Workshop;
- 2017 Tree Plantings;
- Public Input.

*MINUTES SUBJECT TO CORRECTION BY THE ESSEX JUNCTION TREE ADVISORY COMMITTEE. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT MEETING OF THE COMMITTEE.*

**VILLAGE OF ESSEX JUNCTION  
TREE ADVISORY COMMITTEE  
MINUTES OF MEETING  
December 2, 2015**

**MEMBERS PRESENT:** Nick Meyer, Rich Boyers, Warren Spinner, Woody Martel, and Mary Jo Engel

**ADMINISTRATION:** Darby Mayville, Community Relations and Economic Development Assistant

**OTHERS:** Elise Schadler, State of Vermont Urban & Community Forestry Program

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**1. CALL TO ORDER**

The meeting was called to order at 5:36 PM by Nick.

**2. MINUTES REVIEW**

MOTION by Mary Jo, SECOND by Warren to approve October minutes. All in favor.

**3. INVENTOR UPDATE-MAPPING**

Elise introduced herself to the committee, and gave a brief history of the relationship between the Village and the Urban & Community Forestry Program. In 2013, Essex Junction served as a pilot community for a grant received by the department to help local communities manage their tree care.

Elise handed out an updated tree inventory spreadsheet to the committee. She mentioned that this document had just been generated today from the Urban & Community Forestry Natural Resources Atlas. This is a mapping tool run by the state but available for anyone to use.

Elise brought the map up, and explained that public trees could be located on the map by choosing the Forest, Parks, & Recreation tab, and the Urban Tree Inventory sub-tab. Additional information about each tree can be found by clicking on it. She did note that this system is a snapshot in time, not a management tool.

Elise noted that there were many good ways to manage trees for large communities, but few that would be appropriate for smaller ones. In fact, developing this type of management tool is one of the long-term goals of the Urban & Community Forestry Program. In the meantime, she gave the committee three options for managing their urban forest:

- Send a list to Elise four times a year or so and she will update the ANR system.
- Develop a spreadsheet master list that would be updated by the committee.
- Purchase a commercial system

Elise said that it would not be a problem for her to enter in the data. Mary Jo offered to work with her on iPad mapping. It was decided that this would be the best option.

There was some discussion on partnering with Essex or other surrounding communities on a tree management system, however it was deemed too difficult and expensive.

Nick noted that it would be helpful to keep track of the pruning that Public Works does annually as well. Mary Jo suggested adding this onto the Excel sheet of the Village Trees. A Google Doc could also be used for this purpose. Mary Jo also offered to add a legend to this document.

Elise mentioned the upcoming Tree City USA deadline. This year is the 40<sup>th</sup> anniversary of the program, and she thought that it would be wonderful if Essex Junction applied. Many grants are available to communities who obtain this distinction.

The deadline for this program is the end of December; however the committee is going to work to see if an application can be completed before the deadline.

#### **4. PREP FOR JANUARY TRUSTEES MEETING**

Nick suggested that the committee give a brief summary of the work that they had done in the past few years. They also intend for the Trustees to formally approve the Tree Management Plan at this meeting.

Nick informed the committee that the Village Planning Commission was working on updating the Land Development Code, which includes a section on plantings.

#### **5. TREE PRUNING WORKSHOP**

Warren mentioned that Branch Out Burlington was planning on holding a Tree Keeper workshop next spring. This program would be intended to give homeowners information about tree care. He suggested the idea of teaming up with Branch Out Burlington to jointly hold this workshop.

Mary Jo wondered if Essex Junction residents would travel to Burlington to go to the workshop, and vice versa? Nick noted that the last workshop held in Essex Junction had approximately twenty attendees.

All agreed that it would be good for two separate workshops to be held, one in Burlington and one in Essex Junction. However, it would be helpful for both groups to promote one another's activities.

The Essex Junction pruning workshop will be held sometime around Arbor Day, and additional planning will take place at the next meeting.

#### **6. 2016 TREE PLANTINGS**

Tabled until next meeting.

**7. PUBLIC INPUT**

None.

**8. NEXT MEETING**

The next meeting will be held on January 5<sup>th</sup>, 2016. Agenda items are as follows:

- Minutes Approval;
- Prep for Trustee's Meeting;
- Planting Planning;
- Tree Inventory Updates;
- Tree Walk Planning;
- Public Input.

**9. ADJOURNMENT**

MOTION by NICK, SECOND by RICH to adjourn. Meeting adjourned at 7:02 PM.

Respectfully submitted,  
Darby Mayville