

**VILLAGE OF ESSEX JUNCTION
TREE ADVISORY COMMITTEE MEETING
TUESDAY SEPTEMBER 6, 2016 AT 5:30 PM
LINCOLN HALL BASEMENT**

AGENDA

1. Welcome & Agenda Additions.
2. Minutes Approval.
3. Set 2016-2017 Work Plan.
4. Update on 2016 Planting and Public Works Projects.
5. September Farmers Market Informational Booth.
6. Mapping Workshop Update.
7. Member Recruitment.
8. Public Input.

**VILLAGE OF ESSEX JUNCTION
TREE ADVISORY COMMITTEE
MINUTES OF MEETING
September 6, 2016**

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

ADMINISTRATION: Darby Mayville, Community Relations and Economic Development Assistant

1. CALL TO ORDER

Nick called the meeting to order at 5:33 PM.

2. AGENDA ADDITIONS

Warren asked to add a discussion of the plantings at 4 Pearl Street to the agenda. All agreed.

3. MINUTES APPROVAL

Approval of the June meeting minutes was tabled to the next meeting.

4. SET 2016-2017 WORK PLAN

Mary Jo suggested that the committee work on keeping better track of their budget. All agreed, and she offered to create a budget spreadsheet. Darby agreed to keep a copy of all invoices for this purpose.

Warren suggested implementing a long-term plan for planting. It is important to have a better sense of the contents of the inventory, and which trees are in poor or fair condition. He suggested focusing on re-inventorying the trees that were marked as being in poor, fair, or dead condition.

The committee discussed the idea of doing group walks to inventory. Rich suggested that the committee focus on certain geographic areas so that the project does not get daunting. He also suggested doing every other meeting in the field inventorying instead of doing a traditional meeting.

Mary Jo will look at a GPS analyzer tool to see if it would be useful as a management tool. This could be helpful in identifying problems in the existing inventory.

There was discussion on the best way to organize tree data. Mary Jo will also look at organizing this information in order to make it user friendly, and reduce repetition.

Nick suggested using an iPad for this work, and Darby said that she would check to see if there is one that the committee could borrow.

Warren said that he will go around to look at poor condition trees on a nice weekend day, and will contact the rest of the committee to see if they want to come with him. Vacant areas will also be reviewed at a later date.

Warren suggested the creation of a logo for the committee, and Mary Jo suggested having a contest to create one.

Mary Jo suggested having seasonal articles in the Essex Reporter in order to educate residents.

The top four yearly priorities are as follows:

- Improve inventory;
- Work on budget;
- Develop tree planting priorities;
- Develop five-year plan.

5. UPDATE ON 2016 PLANTING AND PUBLIC WORKS PROJECTS

Nick said that all of the trees planted are looking good. He also mentioned needing to make additional copies of the Maple Street Tree Walk, as they were getting quite a lot of use.

6. SEPTEMBER FARMER'S MARKET BOOTH

The committee will have a booth at the September 9th Market. They will try to bring props again, as that helped to attract people to the booth in the past.

7. MAPPING WORKSHOP UPDATE

Darby mentioned that she had attended a workshop on the iTree program in June. It was a very powerful program, but would not be able to be used as an inventory management system.

8. MEMBER RECRUITMENT

Nick said that he would be following up with two residents who have expressed interest in the committee.

9. 4 PEARL STREET

Warren noted that he had met with the developers at 4 Pearl Street and, after some discussion, they have agreed to plant with silva cells. They will be planting Japanese Tree Lilacs and Maples.

10. PUBLIC INPUT

None.

11. NEXT MEETING

The next meeting will be held on Tuesday, October 4th at 5:45 PM.

12. ADJOURNMENT

MOTION by RICH, SECOND by WARREN to ADJOURN. ALL IN FAVOR.

Meeting adjourned at 7:04 PM.

Respectfully submitted,
Darby Mayville