

VILLAGE OF ESSEX JUNCTION
TREE ADVISORY COMMITTEE MEETING
TUESDAY JANUARY 17, 2017 AT 5:30 PM
LINCOLN HALL
AGENDA

- Welcome and Public Input;
- Minutes Review;
- Planting 2017: Discussion of Site Visit to S. Summit Street & Species Selection;
- Document Updates;
- Arbor Day 2017;
- Other Business;
- Adjournment.

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
JANUARY 17, 2017**

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

ADMIN PRESENT: Darby Mayville, Community Relations/Economic Development Assistant

1. CALL TO ORDER

The meeting was called to order at 5:34 PM by Nick.

2. MINUTES REVIEW

MOTION by NICK, SECOND by WARREN to accept December meeting minutes. ALL IN FAVOR.

3. PLANTING 2017

Nick informed the committee that he and Warren had walked South Summit Street, and found 18 potential planting sites. They determined the appropriate type and size of tree for each location. He shared the results with the committee on an Excel file. All of these trees would be on privately owned land, and the landowner would need to consent to planting.

Nick said that the committee could work with Public Works Superintendent Rick Jones to find alternate sites to plant, should some of the South Summit Street locations not work out. Rick will be aware of locations where trees have recently been removed.

Nick said that he hopes to get in touch with local nurseries regarding planting shortly.

4. DOCUMENT UPDATES

The committee began by reviewing the letter that would be send out to private homeowners informing them that the Village would like to plant a tree on their property. They reviewed and edited this document, and made minor changes. Once a homeowner is amenable to planting a tree, they will have an onsite meeting with either Warren or Nick, and be given a planting agreement form to sign. The Village will keep this form on file. The committee hopes to send out these letters our ASAP to ensure that they are able to plant this spring.

Mary Jo suggested establishing a formal procedure for contacting homeowners about plantings.

The TAC discussed having a committee logo. Mary Jo noted that her friend had created one for the Arbor Day celebration last year. Warren suggested using something different, perhaps a drawing of a parent and child with a tree. Rich will contact the graphic design instructor at Essex High School to see if any of her students might be interested in creating something. This graphic can be used on the tree keeper document, committee website, and with future events and communications.

5. ARBOR DAY 2017

The committee discussed the idea of inviting the forestry students at the Center for Technology Essex to be Arbor Day volunteers. Nick noted that he had recently toured their nursery. Warren noted that the program taught a variety of complementary skills, including welding, hydroponics, and small engine repairs.

Rich suggested that the committee engage the students to assist with pruning. Nick noted that there may be safety issues associated with this.

Darby will get Nick the contact information of the new instructor in the Forestry program.

Nick suggested doing some planting near high school. It is possible that some of the high school students could assist with the maintenance and landscaping of this area as well.

Darby will get the committee a photo release form for participants to be used at this year's arbor day event.

6. OTHER BUSINESS

Darby reminded committee members that they need to send her their volunteer hours, as well as any planting photos that they might have to be submitted with the Tree City renewal application.

Nick informed the committee that the state of Vermont would again be offering Caring for Canopy grants, and asked members to brainstorm potential uses of this money. Warren suggested applying to use these funds for pruning, since the Village already has money to use as a match for this purpose.

Warren noted that Branch Out Burlington is planning their 2017 Tree Keeper Training, and asked if the Tree Advisory Committee was interested in partnering. The training will be held on Thursday, April 6th in Burlington. All were in favor. The committee will work on local publicity for this event, using the Essex Reporter and Front Porch Forum.

7. ADJOURNMENT

MOTION by RICH, SECOND by MARY JO to adjourn. All in favor. Meeting adjourned at 6:46 PM.

Respectfully Submitted: Darby Mayville