

**West Newbury Tree Committee**  
Approved 8/5/2019

**Mission Statement:**

The West Newbury Tree Committee shall:

- Assist in the identification, protection, and preservation of significant and remarkable trees in West Newbury;
- Provide education to the Town and residents of West Newbury on measures that will help to protect and preserve significant and remarkable trees in West Newbury;
- Provide information and assistance generally regarding the values, protection, and preservation of the trees and forests in West Newbury.

**Charge for the Tree Committee:**

The West Newbury Tree Committee is established as set forth below:

Long Range Goals

- To maintain a data base inventory of significant and remarkable trees in West Newbury.
- To assist and educate residents of West Newbury on ways to protect the forest of West Newbury in a manner that promotes the goals of a Green Community and that helps to ameliorate the impact of necessary tree removal from the lands of West Newbury.
- To enhance the scenic value of West Newbury and advocate for the maintenance of a healthy and diverse West Newbury forest.
- To help to preserve for future generations the aesthetic, cultural, and historic values associated with significant and remarkable trees in West Newbury and with a healthy and diverse West Newbury forest.

Initial Objectives

- Create for publication a West Newbury website page that contains pertinent information on the mission, goals, and activities of, and information gathered by, the West Newbury Tree Committee.
- Coordinate with the Department of Public Works and the Town Tree Warden with respect to protecting the health and diversity of trees in West Newbury.
- Offer and make available a member or members of the Tree Committee when requested by the Tree Warden for technical advice and assistance.
- Provide information, assistance, and advice on the protection and preservation of West Newbury trees to homeowners in West Newbury, including educational materials and events.
- Provide information, assistance, and advice on West Newbury trees to various town organizations upon their request, including but not limited to the Board of

Selectmen, Town Manager, Planning Board, Board of Zoning Appeals, Conservation Commission, and Open Space Committee.

- Create a data base inventory of significant and remarkable trees in West Newbury.
  - Determine preliminary criteria on what would constitute “significant” and “remarkable” trees in West Newbury.
  - Contact State Departments and/or State Foresters to determine what, if any, records exist for West Newbury (e.g., state champion trees by species; designated heritage trees).
  - Create an informational survey to be made available to all residents of West Newbury asking for nominations of trees that would meet the Committee’s criteria for significant and remarkable trees.
  - Contact other resources (i.e., universities and colleges) in the surrounding area to determine who or what might help the Committee with its initial data base effort.
  - Create a data base of significant and remarkable trees in West Newbury.
  - Locate or create other information and educational resources pertinent to the Committee’s data base inventory effort.
  - Refine the criteria for “significant” and “remarkable” trees as necessary and practical.
- Locate and pursue sources of outside funding to help carry out the mission, objectives, and goals of the Committee.
- Recommend, if and as appropriate and necessary, by-laws, policies, and amendments to same needed to accomplish the mission, objectives, and goals of the Tree Committee.

#### Funding and Reporting

- The Tree Committee shall be entitled annually to submit a request for budgeted funds to the Town Manager. The Committee shall endeavor to obtain outside funding and grants for activities necessary to carry out its mission.
- The Tree Committee shall report to the Board of Selectmen at least annually on its activities.
- The Tree Committee shall be considered a public body as defined under the Massachusetts open meeting laws.

#### Composition and Meetings

- Up to 5 members shall be appointed by the Board of Selectmen.
- The Town Tree Warden shall serve as an ex officio, non-voting member of the Tree Committee without term limitation. The Town Tree Warden shall receive notice of all meetings and shall also receive any supporting documents related to matters on each meeting agenda. Attendance of the Town Tree Warden at meetings of the Tree Committee shall be at the sole discretion of the Town Tree Warden.
- Committee member terms shall not exceed 3 years, but terms may be renewed.

- Members to be appointed shall, to the extent practicable, have some degree of expertise or demonstrated interest, which can include scientific, civic, or other relevant experience.
- The Tree Committee shall establish a meeting schedule necessary to carry out this charge. Upon formation, the Committee shall choose at least a chairperson, vice-chairperson, and secretary.

**Date of Establishment:** Approved by 3-0 vote of Board of Selectmen on 8/5/2019.

**Duration:** The Tree Committee shall be a standing committee of the Town of West Newbury unless and until further action is taken by the Board of Selectmen.