

WEST NEWBURY

TREE COMMITTEE MEETING MINUTES

Meeting Date and Place: 6:30 pm, Wednesday, September 25, 2019, GAR Memorial Library

Members present: Fred Chanania, Barbara Haack, Molly Hawkins, Jane Martin, Claudia Wood, Francesca Pomerantz. Also present, Bonnie Gibbons

Members absent: Wayne Amaral

AGENDA ITEM	OUTCOME
1. Introduction of Committee Members	
2. Election of officers	Mr. Chanania nominated as chairperson, Ms. Martin nominated as vice-chairperson, Ms. Hawkins nominated as secretary. <i>The committee voted 4-0-0 to approve the motion to elect the nominated individuals to these positions.</i>
3. Discussion: Intent to File for Massachusetts DCR Urban and Community Forestry Challenge Grant	<p>Intent to file must be submitted by Oct. 1. Priority is the education of residents and tree planting. Specifics not needed until the full application filing due by Nov 1. Ms. Woods suggests a focus on the community tree planting. Mr. Chanania wants to also focus on remarkable trees and putting out a survey for residents to identify trees in West Newbury; community engagement also cited.</p> <p>Revised project summary now reads: 1. Develop and implement a tree planting program for West Newbury residents to mitigate the impacts of residential development in West Newbury. 2. Engage the community to identify, measure, and collect survey data on significant & remarkable trees. 3. Develop a website as a clearinghouse for information related to trees, especially those on private lands which prevail in West Newbury. <i>The committee voted 4-0-0 to approve the motion to submit the intent to apply with these revisions.</i> Mr. Chanania will incorporate revisions and circulate draft for final check. Full grant application details to be discussed at the October meeting.</p>
4. Discussion of website content and procedures for posting material	Mr. Chanania will be the webmaster and manage content for the time being.

<p>5. Volunteering for Committee Roles</p>	<p>Members of committee volunteered for roles. Ms. Woods will take on Publicity and Marketing; Ms. Mandeville will take Education; Ms. Pomerantz offered to be Tree Planting Coordinator; Ms. Martin offered to coordinate the email account; Ms. Hawkins offered to coordinate external contacts; Ms. Woods will consider being the grant coordinator along with Mr. Chanania; and Ms. Haack will coordinate Site Visits and the Survey as</p> <p>Mr. Chanania will discuss with Mr. Amaral whether grant funds should go through DPW rather than being a line item for the committee from the town's budget. In addition to the roles within the committee, Mr. Chanania relayed Mr. Amaral's positive experience with the Friends of Newburyport Trees and encouraged the formation of a similar group in West Newbury. He also remarked that, on the recommendation of an arborist, members of the Tree Committee should not advise on matters related to taking down trees or remediation for tree damage, that being better left to professional arborists. Ms. Martin suggested a referral list of arborists for homeowners. Mr. Chanania will check with town counsel to see if there is a particular way to provide a list of arborists to residents.</p>
<p>6. Discussion of initial priorities</p>	<p>Initial priorities will be the focus on next Committee meeting in conjunction with discussion of grant application.</p> <p>Brief discussion of important ideas included:</p> <ul style="list-style-type: none"> • Volunteer coordinator to be assigned if and when needed, • Arbor Day and the Garden Club plant sale, • Tree planting – what are the species that are recommended for our region, the Guide to Newburyport Trees as reference • Pentucket Regional Middle High School building project and potential for involving students in planting trees, • Defining remarkable trees (Memorial Pin Oak on the Training Field was introduced by Ms. Gibbons as a tree with historical significance).

7. Discussion of monthly meeting day and time	<p>Committee members agreed to meet will on the third Thursday of every month at 6:30 in GAR Library.</p> <p>Ms. Hawkins will send a draft of the minutes at least the week before the next meeting. Ms. Martin will send a draft of the agenda well in advance of next meeting and ask members for any additions.</p>
8. Recap of Action Items	<p>Mr. Chanania will work on the next draft of the grant application and circulate for discussion at the October meeting.</p> <p>Mr. Chanania will check with town counsel to see if there is a particular way to provide list of arborists to residents.</p> <p>Ms. Hawkins will send a draft of the minutes at least the week before the next meeting.</p> <p>Ms. Martin will send a draft of the agenda and ask for any additions.</p> <p>Mr. Chanania will discuss with Mr. Amaral whether grant funds should go through DPW rather than being a line item for the committee from the town's budget.</p> <p>Mr. Chanania will file Intent to Apply for grant by October 1 deadline.</p>
9. Adjournment	The Committee voted to adjourn at 8:00 pm.

The next meeting will be Thursday Oct 17th, at 6:30 at the GAR Memorial Library.