



**LEBANON TREE ADVISORY BOARD
SEPTEMBER 12, 2022 - 5:30 PM
LEBANON LIBRARY DAMREN ROOM OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

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- 1. Call to Order**
 - 2. Approval of Minutes**
 - A. **July 25, 2022 Minutes**
 - 3. Old Business**
 - A. Tree Warden posting
 - B. Urban Heat Island Report
 - C. Westboro Rail Yard update
 - D. Tree Ordinance
 - E. Green Ash Survey
 - 4. New Business**
 - A. 2023 Budget
 - B. Lebanon Housing Authority Plantings
 - 5. Other Business**
 - A. Next Meeting: Monday November 7 at 5:30
 - 6. Adjournment**

Meetings are open for in-person and remote attendance. Members of the public that wish to attend remotely may do so by going to LebanonNH.gov/Live where you will find instructions on how to enter the meeting. Members of the public will be able to participate and ask questions through the City's virtual platform or by phone. Please note: Should technical difficulties occur during the meeting that disrupts virtual or phone connection(s), the meeting will continue without remote access capabilities.

DRAFT

City of Lebanon
Tree Advisory Board
Minutes,
Monday **July 25, 2022** at 5:30pm
City Hall Meeting Room #1 (next to the Council Chambers): LebanonNH.gov/Live

MEMBERS PRESENT (7/7): Kathleen Corrigan, Charlie DePuy, Andrew Garthwaite, Kelsey Haigh, Susan Johnson, Mary Maxfield, Sarah Riley (via zoom)

MEMBERS ABSENT (0/7): None

STAFF PRESENT: Paul Coats (Director, Lebanon Parks and Recreation) STAFF

NOT PRESENT: Kristin Flythe (Recreation Director, Lebanon Parks and Recreation)

SPECIAL GUESTS: Shaun Mulholland (Lebanon City Manager), AJ Dupere (NH Urban Forester) and Liz _____

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1. CALL TO ORDER: Andrew Garthwaite called the meeting to order at 5:30 pm.
 2. APPROVAL OF MINUTES: Minutes of our last meeting on 6/6/22 were corrected and approved.
 3. OLD BUSINESS:

a. **City Strategic Plan with City Manager Shaun Mulholland**

[Strategic Plan 062322](#)
[Fort Collins Strategic Plan](#)

- i. Shaun explained that the city's master plan is predominantly about land use whereas a strategic plan covers things not in the master plan.
- ii. Shaun will be meeting with city boards through September, present to the City Council in December, then invite public input, and finally present a finalized version to the City Council. Goal: Incorporate strategic plan into city budget in May 2023.
- iii. Kathleen asked what kind of authority the Strategic Plan would have. Shawn responded that he hopes that the City Council will see the Strategic Plan as public-informed. He hopes that it will have performance objectives that would allow the city to measure effectiveness.
- iv. Andrew: Possible input from Tree Advisory Board: our "4 dreams" we individually listed in group emails last night.

- v. We can respond individually.
- vi. Cut-off date of September 30, 2023 for input.

4. NEW BUSINESS:

- a. **Consultation with AJ Dupere, NH Urban Forest, and Liz _____**: This was a far-ranging conversation that jumped all over the place.

Questions/answers/topics as they arose:

- i. The Urban Forestry Center in Portsmouth has a nursery with over 100 types of trees.
- ii. AJ can help us with a lot of things, some free, and some not.
- iii. AJ can give us advice on types of trees
- iv. AJ can provide training to DPW staff, etc. He did it 5 years ago.
- v. Advice on Emerald Ash Borer (EAB)
 - Drive around to identify trees that might be infected or at risk.
 - Ashes we know we want, we should assess whether we need to treat for EAB.
 - Liz is willing to come back here to identify trees that should be treated.
 - To treat EAB:
 - AJ and Liz specifically look for signs of woodpeckers, ripped bark. Pinholes not worth treating.
 - AJ has injection guns if we have a staff member (DPW?) who has applicator license. We could have two people: one with supervisory license and someone non-supervisory.
 - Lebanon has a no-pesticides order, so Chippers, for example, might be a source of EAB treatment chemicals.
 - We would drill holes into tree in the morning of a sunny day. Treatment would last 2 years.
 - Should be done while trees have leaves, i.e. from spring through leaf drop.
 - Get guidance from Cooperative Extension
- vi. Advice on setting up an inventory program. Some are free; some are costly. Tree, for example, is good and free.
- vii. Set priorities for inventory. AJ recommends:
 - Do windshield surveys in pairs. Know the rights of way, but note in general which trees in an area have issues.
 - Start with trees in areas to which people have high access, e.g. parks, schools. These are public trees.
 - Use windshield inventory to identify stressed out trees. It doesn't have to be public trees.
 - AJ works with DPWs and looks at plow routes.

- City of Portsmouth inventoried 10,000 trees on city streets, marked on live GIS. Recorded: species, rough diameter, rough height.
 - Paul noted that Lebanon can use the Beehive system (not the same as Portsmouth's).
 - AJ suggested using windshield survey now to focus on ash or trees with stress (i.e. missing a lot of foliage).
 - Decisions: remove? Treat for EAB?
 - Windshield inventories would help us prioritize:
 - What do we have now?
 - What do we want to deal with?
- viii. Some opinions AJ and Susan shared after quick look at Colburn Park:
- No more maples (for the sake of diversity—there should be no more than 10% of any one species)
 - The elms should be treated for Dutch Elm Disease.
 - The ash trees (white ash and green ash) should be treated for Emerald Ash Borer.
 - No need to take down the Norway Maples. This species is invasive only in non-maintained areas. It is an invasive, though. Because it has heavy foliage and is allelopathic, it can inhibit other plant growth.
 - We need some medium aged trees in Colburn Park; we currently have mostly old.
 - Around kids, we need trees without low limbs.
 - Get the right tree in the right spot = help for tomorrow.
- ix. AJ and Liz could do soil tests. They assume that most of the soil used for city trees is fill. We could aerate. Some species do better with compacted soil.
- x. Consideration when choosing species and planting trees: t
- How to plant and other considerations
 - Plowing and sidewalk space would complete with any trees.
 - Types of roots predominant in a particular species (taproot present? Lateral roots? Lateral roots good for water, not tipping over. Taproots are usually cut off when trees are transports)
 - Street trees often in boxes with concrete sides, so tree roots limited
 - Tree boxes should be as large as possible.
 - Tree guards can kill tree
 - What kind of dimensions-expectations do we want to set? Are there certain minimums? (e.g. 5'x5' with depth of 2", Somerville MA has 2x10 (I didn't follow this...))
- xi. Our tree ordinance needs to be tightened up. Some big changes needed.
- Planting standards: See the International Society of Arboriculture (ISA) website. There is no standardization.

- xii. Decide which trees are city trees. Concord, NH doesn't have city trees, but Portsmouth, NH does, and it is very expensive.
- xiii. Have some public PR to build enthusiasm. Have a public event, such as an Arbor Day give-away event so we can get a lot of volunteers.
- xiv. Build some PR for the urban heat island project and to involve the public.
- xv. Boston Lot is our town forest. Lead a nature walk through there.
- xvi. For Lebanon tree scaping, reach out to the ZBA regarding appropriate tree species and planting methods.
- xvii. Looking up types of trees to plant? AJ said the US Forest Service has some info, but this is more of an art.
- xviii. Consider applying for Tree City [Growth Award]. See criteria.
- xix. Portsmouth Tree Board–AJ is a member.
- xx. Concord Tree Board–Liz is a member.
- xxi. Talk about relationships between tree warden, arborist, commercial establishments like Fox, TaB.
 - We don't currently have a prospective tree warden.
 - We could have a tree advisor.
 - Problem of liability if a tree falls and person is a volunteer.
- xxii. Tree budget \$10,000. Stipend for tree warden \$2,500.
- xxiii. Town nursery: if we had our own, we'd have healthy trees long term.
- xxiv. OK to schedule lots of different meetings with AJ and Liz, some by zoom, some by visits.
- xxv. City of Lebanon has ~ 100 miles of roads. The city doesn't know what its rights of way are.
- xxvi. Good websites:
 - UNH Cooperative Extension
 - NH Bugs

5. NEXT MEETING: Monday 9/12/22 at 5:30pm No meeting is scheduled for August.

6. ADJOURNMENT: At 7:16pm, our meeting adjourned.

Respectfully submitted,
Mary Maxfield
Recording Secretary

JOB DESCRIPTION: TREE WARDEN OF THE CITY OF LEBANON, NH

The Lebanon, NH Tree Warden is a volunteer appointed by the City Manager and works through the Recreation, Arts, and Parks Department. The Tree Warden sits as an ex-officio member on the Tree Advisory Board.

The Tree Warden's duties are described in New Hampshire Statute [NH Rev Stat § 231:139 \(2015\)](#), which reads in part:

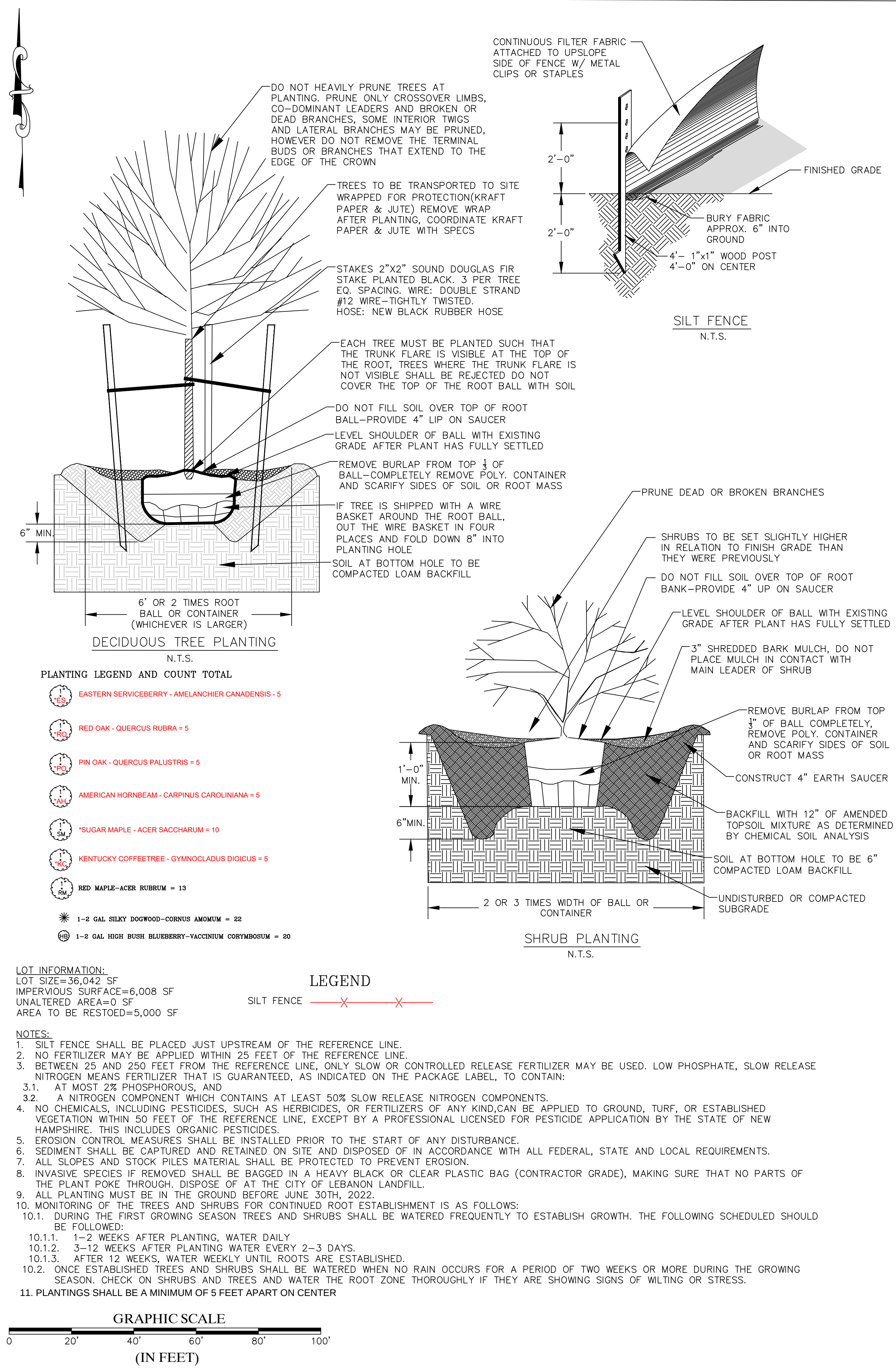
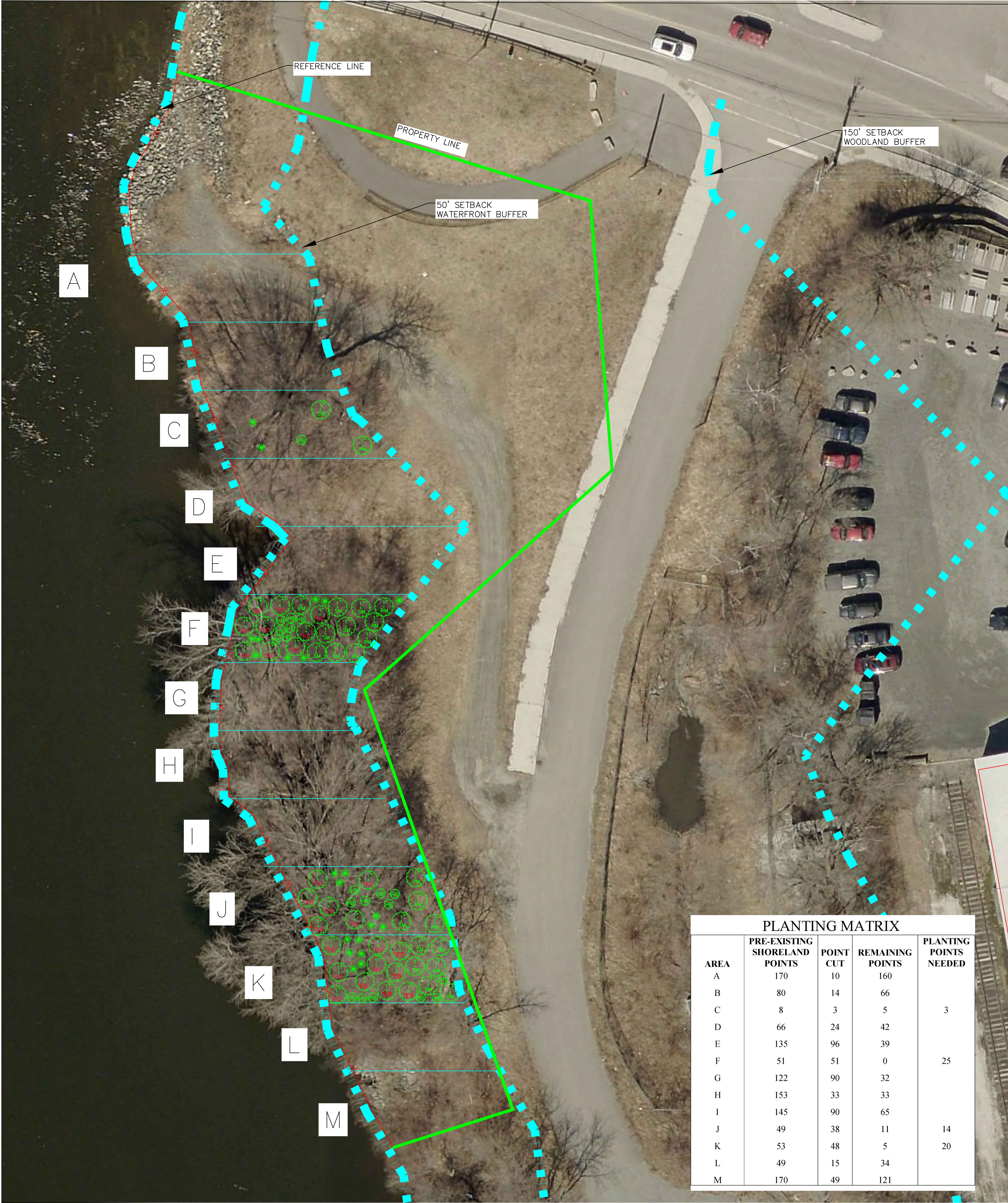
II. . . the duties of a tree warden shall be to help care for, maintain, protect, and perpetuate shade and ornamental community trees and shrubs in town public ways, village commons, parks, cemeteries, and other public grounds, and to advise the governing body (City Manager) from time to time as may be necessary to help accomplish that purpose. The town tree warden shall cooperate and work with other town agencies and officials in carrying out the intent of this chapter.

The Tree Warden will work with the Lebanon Tree Advisory Board and City staff to:

- Help accomplish the goals set out in the Tree Advisory Board Charter (see attached).
- Compile an inventory of the “shade and ornamental community trees and shrubs in town public ways, village commons, parks, cemeteries, and other public grounds”.
- Assess the health and vitality of Lebanon's community trees and recommend treatment or removal when necessary.
- Establish a means for community members to report and seek advice on the treatment of diseased or hazardous trees, and provide the Lebanon community with up-to-date advice on the choice, planting and maintenance of shade and ornamental trees.

The Tree Warden will also:

- Become familiar with the State and City regulations on the planting, maintenance, and removal of trees with the goal of ensuring that such regulations are being properly enforced and are sufficient to protect and enhance the City's trees. Recommendations for enforcement will be made to the City Manager via the appropriate city department.
- Establish a working relationship with the Public Works Department and offer advice on the acquiring, pruning or removal of trees by DPW.
- “Partner with the utility companies to better understand their needs, and to educate residents of Lebanon about their rights and responsibilities with respect to trees and utilities”. (from the TAB charter)



City of Lebanon Tree Ordinance - DRAFT

Definitions

Tree Advisory Board

The City has previously established a TAB (reference here) to facilitate the goals of this ordinance.

Tree Warden

The City will appoint a volunteer Tree Warden (reference here?) to facilitate the goals of this ordinance.

Public Tree

Public trees are defined as any tree or woody vegetation being rooted on land Owned by the City of Lebanon.

Street Tree

Street trees are defined as any tree or woody vegetation planted within the City Right of Way.

Setback Tree

Setback trees are defined as public shade trees planted on private property up to 20 feet from the edge of the right-of-way with the written consent of the property owner.

Planting

Street Tree Species to be Planted.

All species planted as Street Trees shall be from the approved list for the City of Lebanon (Appendix A), a copy of which shall be maintained in the Planning Services Department. The planting of nonconforming species can be appealed to the Tree Warden.

Planting Technique

All agents of the city shall be informed of the correct planting technique for trees and shrubs. Anyone planting on behalf of the City of Lebanon should first learn the difference between the root flare and the graft union. Trees shall be planted with the root flare left visible above the ground level. The Department of Recreation, Arts, and Parks has written information covering best practices for planting and mulching.

Mulching

If the City or its agents apply mulch around public trees in order to prevent damage from lawn equipment and/or to preserve moisture, they shall follow best practices: applying no more than 3" of mulch to the ground surface under the tree dripline, and taking care to prevent any mulch from touching the tree itself.

Spacing

Spacing of Street Trees shall be in accordance with the tree species size. No trees may be planted closer together than the following: Small Trees, 30 feet; Medium Trees, 40 feet; and Large Trees, 50 feet; except in special plantings designed or approved by a landscape architect.

Distance from Curb and Sidewalk.

The distance trees may be planted from curbs, edges of roads and sidewalks will be in accordance with the tree species size. No trees may be planted closer to any curb or sidewalk than the following: Small Trees, 2 feet; Medium Trees, 3 feet; and Large Trees, 4 feet. (Confirm with DPW/Dependent on Speed limit?).

Distance from Street Corners and Fire Hydrants.

No Street Tree shall be planted closer than 30 feet of any street corner measured from the point of nearest intersecting curbs or edges of roads. No Street Tree shall be planted closer than 10 feet of any fire hydrant. Exceptions may be granted only by approval of the City Tree Warden, after the Tree Warden's consultation with the Department of Public Works and the Tree Advisory Board as appropriate.

Utilities

No Street Trees other than those species listed as small trees (30' and under) may be planted under or within 10 lateral feet of any overhead utility wire. Medium and large trees shall be planted one-half the listed canopy diameter from any overhead utility line. Small trees shall be planted at least 5 feet, medium trees at least 10 feet, and large trees at least 15 feet from any underground utility line. Refer to (Appendix A) for overhead utilities recommendations.

Tree Pit Size

Where required for street trees, contained tree pits shall offer the soil volume equal to the mature size listed in Appendix A at a depth of 2 feet. Connected tree pits are allowed and subject to spacing guidelines in Appendix A. Exceptions will need to be signed in writing by the Tree Warden.

Maintenance

Public Tree Care

The City shall have the right to plant, prune, maintain and remove trees, plants and shrubs within the lines of all streets, alleys, avenues, lanes, squares and public grounds, as may be necessary to insure public safety or to preserve or enhance the symmetry and beauty of such public grounds. The City Tree Board may remove or cause or order to be removed, any tree or part thereof which is in an unsafe condition or which by reason of its nature is injurious to

sewers, electric power lines, gas lines, water lines, or other public improvements, or is affected with any injurious fungus, insect or other pest.

The City shall have the right to prune any tree or shrub on private property when it interferes with the proper spread of light along the street from a street light or interferes with visibility of any traffic control device or sign.

Tree Topping

It shall be unlawful as a normal practice for any person, firm, or city department to top any Street Tree, Park Tree, or other tree on public property. Topping is defined as the severe cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree. Trees severely damaged by storms or other causes, or certain trees under utility wires or other obstructions where other pruning practices are impractical may be exempted from this ordinance at the determination of the City Tree Board.

Removal

The City shall have the right to cause the removal of any dead or diseased trees on private property within the city, when such trees constitute a hazard to life and property, or harbor insects or disease which constitute a potential threat to other trees within the city. The City Tree Board will notify in writing the owners of such trees. Removal shall be done by said owners at their own expense within sixty days after the date of service of notice. In the event of failure of owners to comply with such provisions, the City shall have the authority to remove such trees and charge the cost of removal on the owners property tax notice.

General Provisions

Construction in Vicinity of City Trees.

Any construction within 10 lateral feet of Public Trees requires consultation with the City Tree Warden who may provide specific written recommendations for additional protection of trees. American National Standards Institute – A300 or the current version available at the Planning Department.

Arborist and Bond.

Before securing a contract with the City for arboricultural services, a contractor must have possession of liability insurance in the minimum amounts of \$1,000,000 aggregate, general liability per occurrence indemnifying the City or any person injured or damage resulting from the pursuit of such endeavors as herein described. All tree work performed on Public Trees must conform to the most recent ANSI A300 Standards.

Penalties

Any person violating any provision of this ordinance shall be subject to a fine of \$500.00 for each offense; and a separate offense shall be deemed committed on each day on which a violation occurs or continues.

APPENDIX A

See <https://lebanonnh.gov/DocumentCenter/View/877/Site-Plan-Regulations-PDF>

page 44. These aren't arranged by size yet.

Shade Trees for Dusty, Salty Locations

Acer ginnala	Amur maple
Crataegus spp.	Hawthorne
Gleditsia triacanthos	Honey locust
Tilia cordata	'Greenspire' Greenspire linden
Tilia cordata	Littleleaf linden

Evergreen Trees for Dusty, Salty Locations

Pinus nigra	Austrian pine
Pinus resinosa	Red pine
Pinus sylvestris	Scotch pine

Shrubs for Dusty, Salty Locations

Caragan arborescens	Siberian peashrub
Forsythia spp.	Forsythia
Ilex verticillata	Winterberry
Potentilla spp.	Potentilla
Rosa rugosa	Rugosa rose
Spiraea nipponica var.	'Snowmound' & 'van Houttei' spirea
Syringa	Dwarf Korean lilac
Syringa patula	'Miss Kim' lilac
Syringa vulgaris	Common lilac

Native plant species are preferred.

See list at

https://extension.unh.edu/sites/default/files/migrated_unmanaged_files/Resource000980_Rep1106.pdf

Invasive exotic plants cannot be used to satisfy landscaping requirements. Such exotic plants include, but are not limited to, the following species:

Acer plantanoides	Norway maple
Aedopodium podagraria	Bishopsweed, goutweed
Ailanthus altissima	Tree-of-heaven
Ampelopsis brevipedunculata	Porcelain berry
Berberis thunbergii	Japanese barberry
Berberis vulgaris	European (or common) barberry

<i>Celastrus orbiculatus</i>	Asian bittersweet
<i>Coronilla varia</i>	Crown vetch
<i>Cytisus scoparius</i>	Scotch broom
<i>Elaeagnus angustifolia</i>	Russian olive
<i>Elaeagnus umbellata</i>	Autumn olive
<i>Euonymus alata</i>	Burning bush
<i>Euonymus fortunei</i>	Climbing euonymus, wintercreeper
<i>Hedera helix</i>	English ivy
<i>Lonicera japonica</i>	Japanese honeysuckle
<i>Lonicera maackii</i>	Amur honeysuckle
<i>Lonicera morrowii</i>	Morrow's honeysuckle
<i>Lythrum salicaria</i>	Purple loosestrife
<i>Phragmites</i>	Common reed
<i>Rhamnus cathartica</i>	Common buckthorn, tall hedge
<i>Rhamnus frangula</i>	European buckthorn
<i>Rosa multiflora</i>	Multiflora rose, baby rose

WKT	TreeID	Crew	Latitude	Longitude	SpeciesSN	SpeciesCN	TreeType
POINT (-72.25 db1		KDH	43.6428249	-72.253029	Fraxinus penn	Green ash	Public
POINT (-72.25 db2		KDH	43.6428549	-72.253099	Fraxinus penn	Green ash	Public
POINT (-72.25 db3		KDH	43.6428589	-72.253166	Fraxinus penn	Green ash	Public
POINT (-72.25 db4		KDH	43.6428728	-72.253239	Fraxinus penn	Green ash	Public
POINT (-72.25 db5		KDH	43.6427858	-72.25284	Fraxinus penn	Green ash	Public
POINT (-72.25 db6		KDH	43.642761	-72.252744	Fraxinus penn	Green ash	Public
POINT (-72.25 db7		KDH	43.6441292	-72.252088	Fraxinus penn	Green ash	Public
POINT (-72.25 db8		KDH	43.6441603	-72.25215	Fraxinus penn	Green ash	Public
POINT (-72.25 db9		KDH	43.6441883	-72.252334	Fraxinus penn	Green ash	Public
POINT (-72.25 db10		KDH	43.6442005	-72.252446	Fraxinus penn	Green ash	Public
POINT (-72.25 db11		KDH	43.6441234	-72.251674	Fraxinus penn	Green ash	Public
POINT (-72.25 db12		KDH	43.6441945	-72.251517	Fraxinus penn	Green ash	Public
POINT (-72.25 db13		KDH	43.6441249	-72.2514	Ulmus americ	American elm	Public
POINT (-72.25 db14		KDH	43.6436485	-72.251755	Fraxinus penn	Green ash	Public
POINT (-72.25 db15		KDH	43.6436701	-72.25189	Fraxinus penn	Green ash	Public

Landuse	Site	TreeDBH	Condition	Maintenance	Task
Commercial/Institutional	Cutout	11	Fair (60% live	None	None
Commercial/Institutional	Cutout	11	Good (85% liv	None	None
Commercial/Institutional	Cutout	9	Fair (60% live	None	None
Commercial/Institutional	Planting Strip	12	Good (85% liv	None	
Commercial/Institutional	Cutout	12	Good (85% liv	None	
Commercial/Institutional	Cutout	10	Good (85% liv	None	
Commercial/Institutional	Cutout	10	Good (85% liv	None	
Commercial/Institutional	Cutout	11	Good (85% liv	None	
Commercial/Institutional	Cutout	7	Good (85% liv	None	
Commercial/Institutional	Cutout	12	Good (85% liv	None	
Commercial/Institutional	Median	14	Good (85% liv	None	
Commercial/Institutional	Median	7	Good (85% liv	None	
Residential	Backyard	52	Good (85% liv	None	
Commercial/Institutional	Median	9	Good (85% liv	None	
Commercial/Institutional	Median	11	Good (85% liv	None	

Sidewalk	Overhead	OtherConflicts	Notes	Data Source	
No Conflict				Trees Count	
				Trees Count	
				Trees Count	
				Trees Count	
				Trees Count	
				Trees Count	
				Trees Count	
				Trees Count	
				Trees Count	
				Trees Count	
Present & Conflicting				Trees Count	
				Trees Count	
				Trees Count	
				Multi-stem. Dbh at 7,Äù	Trees Count
				Trees Count	
				Multistem.	Trees Count
					Trees Count
					Trees Count
					Trees Count

