



**LEBANON TREE ADVISORY BOARD
JULY 10, 2023 - 5:30 PM
MEETING ROOM 1, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

-
- 1. Call to Order**
 - 2. Approval of Minutes**
 - A. June 5, 2023 DRAFT Minutes
 - 3. Old Business**
 - A. IRA Grant Update
 - B. Tree Policy Draft Update
 - C. Heat Island Study - next steps
 - D. Tree Inventory: Asset Management Program
 - E. Tree Warden Update
 - 4. New Business**
 - 5. Other Business**
 - A. Next Meeting: Monday September 11. 5:30 pm
 - 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.

City of Lebanon
Tree Advisory Board

Draft* Minutes, Monday, June 5, 2023 at 5:30pm

Meeting Room 2, City Hall or remote via virtual platform lebanonnh.gov/live

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

MEMBERS ABSENT (0/7):

STAFF PRESENT: Paul Coats (Director Parks and Rec, TAB), Patrick McCarthy (DPW/TAB)

-
1. CALL TO ORDER: The meeting was called to order at the usual time
 2. APPROVAL OF MINUTES: Minutes of our last regular meeting on 5/1/23 and called meeting on 5/10/23 were approved unanimously after some minor corrections.
 3. OLD BUSINESS
 - a. Tree Warden position
 - i. We have a candidate, a recent grad of Paul Smith with a job in the area, who can give 5-6 hours/week. Interview Friday.
 - ii. Applications still open and will remain open until we have someone.
 - b. IRA grant application
 - i. Profuse thanks and appreciation are extended from all of us to Susan Johnson who carried us through this dense application process. Wow, Susan...
 - ii. We might not hear of whether our application is accepted or rejected until October, though we are going to proceed with organizing ourselves as if.... None of such organizing would be a waste, regardless. But also, we'd be notified way before the grant is "live". Spring 2024 is realistically when that would be.

4. NEW BUSINESS

a. Strategic Plan Update

- i. Paul showed us the Miro Board Online Whiteboard for Visual Collaboration (miro.com)
 1. This is a diagram of major categories important in Lebanon, such as neighborhoods, economic things, sustainability, recs and parks, etc.
 2. This diagram is basically a budget document because it can be used to inform planning and budgets.
 3. This diagram would not be something we would use in negotiating work and policies with, say, the Planning Board. Paul said this diagram is most relevant to budget deliberations.
 4. Kathleen: How would TAB members give input? Paul: Probably best, at least for now, to email Paul.
- ii. Andrew: Shaun Mulholland wants to come to our next meeting on July 10. Not sure what the agenda is yet.

b. Women's Club Meeting Wed 6/7

- i. Andrew, Charlie, and Mary will attend in order to tell them a bit about who we are, our urban heat island project, and hopes and aspirations.
- ii. We believe that the Women's Club primarily fundraises for scholarships for local students.

c. Rotary—we should make our formal request for their charitable donation around July 10th.

d. Charlie: We need to organize ourselves to attract and train a tree corps

- i. Kathleen: Should we involve Master Gardeners? Susan: Master Gardeners are required to donate their time. Charlie: we have to identify locations for planting. Kelsey: Where do we need trees? Where can we plant trees? Where do we have permission to plant trees? Definitely city land is the low hanging fruit. Andrew: Let's get into all those details at our next meeting.
- ii. We need to talk with Adams Carroll about where to plant. (Susan, Kelsey, and Mary volunteered to do this.)
- iii. Paul: Our volunteers' first day will really be the culmination of everything we have planned leading up that "first day".
- iv. Andrew: We need to start now identifying locations, what we'll plant, who we need approval from. We should also start tracking volunteer time starting now, too: at \$32.48/hour.

e. Tree Ordinance review update

- i. It is on Shaun's desk.
 - ii. Patrick has looked at it.
- f. Shaun is putting together a group, an Environmental Justice Task Force with reps from TAB (1 rep), Cons Com (1), DEI (2), and Sustainable Lebanon (1). Mary volunteered to be the rep and will contact Emily Walton to get this rolling.
- g.
- 5. ADJOURNMENT: Meeting adjourned at 7:00pm.
- 6. NEXT MEETING: July 10 at 5:30pm. That meeting will be under the jurisdiction of the DPW rather than the PAR (Parks, Art, Rec)

Respectfully submitted,
Mary Maxfield, Recording Secretary