



**LEBANON TREE ADVISORY BOARD
SEPTEMBER 25, 2023 - 5:30 PM
MEETING ROOM 2, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

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- 1. Call to Order**
 - 2. Approval of Minutes**
 - A. September 11, 2023
 - 3. Old Business**
 - 4. New Business**
 - A. Discuss and make a recommendation to council for matching funds for the USDA Forestry Grant
 - 5. Future Agenda Items**
 - 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.

AGENDA
Tree Advisory Board
September 25, 2023

AGENDA ITEM 2
Approval of Minutes

September 11, 2023

City of Lebanon
Tree Advisory Board

Draft* Minutes, Tuesday, September 11, 2023, at 5:30pm
Meeting Room ??, City Hall or remote via virtual platform lebanonnh.gov/live
(Questions in red.)

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

MEMBERS ABSENT: Susan Johnson

STAFF ABSENT: Patrick McCarthy (DPW/TAB)

GUEST PRESENT: Shaun Mulholland (City Manager), Phillip Mulligan (Community member),

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- I. CALL TO ORDER: The meeting was called to order at 5:48pm after Shaun Mullholland arrived and found us a meeting room in City Hall.
 - II. APPROVAL OF MINUTES: We were not able to review minutes from our last meeting on 7/25/23. We will do so at our next regular meeting.
 - III. NEW BUSINESS:
 - A. Wellspring Church's and other NH churches' exemptions from expectations of landscaping/trees/lighting/flooding prevention:
 - 1. Kathleen wrote a letter of concern about this to Laurel Stavis, one of Lebanon's state legislators, after learning from Tim Corwin of the Planning Department about these exemptions.
 - 2. Shaun suggested that perhaps both the TAB and the City Council(?) could address this by making a recommendation to the state legislature to propose a bill to reconsider this exemption.
 - B. Postponed: Discussion with Shaun about maintenance of existent landscaping to meet Planning Board requirements
 - C. Postponed: Budget discussion
 - IV. OLD BUSINESS:

- A. School Street Cemetery update
 - 1. TAB members Andrew, Charlie, and Kelsey have identified sites for tree replacements but still need an okay from the DPW.
 - 2. Patrick said his office (he is the sexton) would check into it.
- B. Bus shelter update
 - 1. Using preliminary info organized by TAB members about the Advance Transit bus stops with the highest ridership, Kelsey developed a tree planting site analysis for some of the prime sites, including angle of the sun at specific times of the day on the summer solstice.
 - 2. These sites included AT bus stops at:
 - a) Lebanon City Hall
 - b) Kilton Library (add a bench next to the tree)
 - c) Lebanon Towers (Kelsey volunteered to talk with Ditha Alonso. He also suggested that the power lines near the bus stop might be an issue at this site.)
 - 3. It may be worth planting trees at these three shelters this fall. The cost would depend on the tree diameters at breast height (DBH).
 - a) A tree with a DBH of 3 inches would cost ~ \$1000.
 - b) A tree with a DBH of 1-2 inches that we plant ourselves would cost \$200-250.
 - c) Phillip Mulligan volunteered to help plant if we do this.
 - 4. Some other sites mentioned but deemed less natural as a TAB project or less easily doable were.
 - a) The High Meadow Builders bus stop (at the future site of the temporary seasonal shelter for the unhoused at the intersection of Slayton Hill and Mechanic Street) might present dig-safe issues.
 - b) Target (We wondered whether there should be trees there according to the original site plan and therefore the private property owner's responsibility.)
 - c) LISTEN has a busy bus stop. It is a private site.
 - 5. Dunkin Donuts was ruled out because the bus shelter there is already landscaped.
- C. Thoughts on other but related tree planting initiatives:
 - 1. Charlie planted 4-5 sycamore trees on Green Street this spring that are now thriving.
 - a) They cost only \$10 each.
 - b) All are by apartment houses with no overhead power lines.

2. Maybe we could use this approach for other tree planting sites, including the School Street Cemetery.
3. Location and snow plowing must be a consideration.
4. Soil compaction should be a consideration:
 - a) City Hall's site has compacted soil.
 - b) Kilton's site has compacted soil.
 - c) Lebanon Towers does not have compacted soil.
5. West Lebanon has a street redevelopment project in the works that must be considered before we finalize plans.

D. Proposed actions:

1. City Hall and Kilton: Look up existing plans and streetscape drawings on DPW website. Check with Patrick. (Andrew and Kelsey)
 - a) Try LISTEN after we have good waivers/easement documents. Call the executive director, Rob Roy MacGregor. (Andrew)
 - b) Email/call Ditha Alonso. (Andrew)

E. Environmental Justice Task Force (Equity) update

1. Sarah and Mary are involved with this newly formed group of 5 (along with Richard Ford Burley, Jon Chaffee, and Devin Wilkie)
2. The early focus is on defining environmental justice and identifying our eventual mission.

F. Planned: a review with Shaun of the current revisions to Tree Code/Ordinance, policy, documents, etc. (Shaun couldn't stay for more than the first 30 minutes or so of our meeting, but members present began the discussion at this meeting. These notes from our discussion include some recommendations for these various documents:

1. DRAFT OF [WAIVER OF MONETARY DAMAGES ASSOCIATED WITH ACQUISITION OF TREE RIGHTS](#)
 - a) It is not clear what damages might be involved.
 - b) We are concerned about the somewhat hostile or unfriendly tone of this document.
 - c) Needed: a simple lay person's explanation
 - d) A cover letter should be attached to any letters sent to property owners.
 - e) RSAs are referred to without explanatory background.
 - (1) We should have a hyperlink to the relevant section of each RSA mentioned. There are three in this document.

(2) Any documents mailed as a hard copy should have an asterisk footnoting the text of the relevant RSA section.

f) It would be nice if a free notary service were available from the city.

2. DRAFT OF [EASEMENT DEED](#)

a) We have concerns about the phrase (italics added): "...the size of the easement may be extended at the City's option an additional 10 feet *in any direction* to accommodate equipment and personnel..."

(1) We recommend that this notion of extending the easement be reworked in order to provide more protection to the property owner.

b) We also have concerns that this document refers solely to repairing surface damage to property. It does not consider other impacts that might be wrought if heavy equipment, for example, were used by the city—which would be needed if trees of 3" DBH were planted.

(1) We recommend that safeguards to soil health be included to reduce soil compaction.

(2) We recommend that this document states a commitment to minimizing any impacts.

c) We are concerned about the somewhat hostile or scary tone of this document, too.

d) Also needed: a simple lay person's explanation.

e) Also needed: an attached cover letter.

f) Any references to RSAs should be backed up with hyperlinks or, in hard copy mailed versions, asterisks footnoting the text of the relevant RSA section.

3. DRAFT OF [Tree Ordinance aka Tree Code aka Chapter 55](#)—This document was shared with us by Sarah as a Google Doc after our September 11 meeting so that we could read and collaboratively edit with each other before our next meeting

4. DRAFT OF [Tree Management Policies](#)—also shared as a Google Doc for reading and collaborative sharing

V. MEETING ADJOURNED AT 6:56 pm

VI. NEXT MEETING: _____ at 5:30pm at City Hall and online

Respectfully submitted,
Mary Maxfield, Recording Secretary