



**LEBANON TREE ADVISORY BOARD
OCTOBER 7, 2024 - 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 16, 2024
 - 3. Old Business**
 - A. Grant Update
 - B. October plantings (confirm locations, dates, site prep, tree orders and tree corps)
 - C. Looking ahead
 - D. Easements, how to identify which to pursue first
 - E. Tree Warden update
 - F. Inventory update
 - G. Planning Submissions- any new submissions that have trees?
 - 4. New Business**
 - A. Review West Lebanon Main Street Plan
 - B. Other
 - 5. 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
October 7, 2024

AGENDA ITEM 2
Approval of Minutes

**September 16,
2024**

City of Lebanon
Tree Advisory Board
Minutes, Monday, September 16, 2024 at 5:30pm
Meeting Room 2, City Hall and remote via virtual platform lebanonnh.gov/live

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

MEMBERS ABSENT (0/7) None

STAFF PRESENT: Patrick McCarthy,

STAFF ABSENT: None, but Shaun Mulholland often joins us and didn't this time. Also Lebanon's tree warden is no longer with us.

GUESTS PRESENT: None

QUESTIONS IN RED.

- I. **CALL TO ORDER:** The meeting was called to order at 5:30pm
- II. **APPROVAL OF MINUTES:** Minutes from 8/5/24 were reviewed, amendments suggested and made, and approved.
- III. **OLD BUSINESS**
 - A. **Tree Warden Update:** Our tree warden resigned because of a conflict with his full time job at another municipality. AJ and the woman who is director of NH urban/community forests will join those of us who can make it. Sarah will go to the SAU re trees we hope to plant on the high pedestrian public areas that are on SAU land such as bus stops.
 - B. **Inventory Update**
 1. There was a training session at Kilton that included 4 TAB and 4 non-TAB members. Attendees got to experiment with the app using a couple trees near the library.
 2. Susan has done about 20 trees and reports that she found the app to be full of bugs.
 - a) Patrick said DPW staff said the app worked well. He wonders whether it is a log-in thing.
 - b) Deana will be asked to fix this.
 3. In the meantime, recommended for us as we experiment with inventorying trees.

- a) Use city tablets but our personal cell phones are okay. (Later in our meeting, Pat specified that the city tablets are used by DPW until 2:30 or so when DPW is done for the day—and then return the tablets by 6:30.
- b) It might work slightly better if two people work together, one with a phone and one with a tablet.
- c) [Here](#) is the app that Deana built that we should use on our phones and/or the tablets. It is the Lebanon NH Urban Trees App. This is not an AppStore or GoogleStore app.
- 4. On the app, there is actually a minimum of entries before you can save.
- 5. Understand that the point of inventorying:
 - a) Make a list of trees the city will maintain.
 - (1) City parks
 - (2) Cemeteries
 - (3) Well-traveled streets with sidewalk and “green belt” (Patrick’s term)
 - (4) Parking lots
 - (5) Any other trees that the city might maintain
 - (6) There are some private roads like the one by Sherwin Williams (off of 12A) that are private, but, significantly, has trees that are ash trees, so the city should know.
 - (7) Even some spectacular trees on private property.

C. Grant Update

- 1. Patrick: DPW would like updates. He relies on Susan and Rebecca for this. (Rebecca has meeting once/month—next on 9/18)
- 2. Susan: We shouldn’t rush to plant X number of trees now. Our obligation is to plant 220 trees over 4 years.
- 3. There is time this fall to get some trees down, but probably not 40 trees. Maybe 5 trees.
- 4. At our first planning event at School St Cemetery this past spring, we got 24 adults and 2 teens—which we all thought was very good.
- 5. Kelsey is doing the tree selection by himself.
- 6. Tree warden:
 - a) Patrick: We can’t afford to invite someone to work as a tree warden as a short term consultant.
 - b) Both Andrew and Patrick think we need a full time tree warden.
 - c) Our plan was to pay \$10,000/year for 5 hours/week

D. School St Cemetery Planting Update–Remaining trees to plant? Any budget or use grant?

1. Susan, Sarah, Charlie.....I missed this.
2. Some trees and their species have been chosen but not bought yet and will be planted by volunteers and DPW staff.

E. Fall Plantings–Confirm locations, bus stops, other locations for utilities; easements and how to get going; site prep, planting dates, Tree Corps communications

1. We sent the locations to Patrick;
2. He and the superintendent (Alan) will see them on Thursday to see if okay–before our next meeting on Oct 7th.
3. Using Kelsey’s species recommendations, he’ll order trees.
 - a) Not in containers
 - b) Ball and burlap = okay
4. Patrick: Couldn’t we add the School St trees–by Marion Carter, by Citizen Bank, by bus stops?
5. We also discussed school district bus stops. Renihan Meadows has 47/day, and Gerrish Court has almost as much–so those would be high priority.
6. Some other good locations: Sem Hill–SAU and Dana House and across the street, still on west side. Grant money could be used on Sem Hill land and down that side of the street.
7. Also the Water St ball field (Logan Field) and Maple St/Smith Field parking lots. (The ball field people wouldn’t want trees.)
8. Also the Simple Energy asphalt lot on North Main Street, West Leb.
9. Also the School St parking lot by the cemetery. Money would come out of our grant.
10. Also Spencer St
11. Also the green belt by the senior center
12. Also Glenwood Cemetery
13. And other places on our main list

F. New planning submissions

1. Patrick go some last week and will forward them to us.
2. The Muse on Spencer St, among others, has a site plan.

G. Hypertherm Sustainability Intern?

1. She came and went. The status of the mini-forest is up in the air. Never got a site.
2. Charlie will look into this.

IV. NEW BUSINESS:

- A. Sarah: If we're going to do any planting, it would be nice to have a master plan and a visit, maybe with a landscape architect.
 - B. Pine Knoll Cemetery in Hanover is a model of beauty.
- V. **FUTURE AGENDA ITEMS:**
 - A. West Leb Main Street Project will be done next year. Could we invite Rod Finley to our October or November meeting?
 - B. We hope to have input at an early stage re landscaping.
- VI. **MEETING ADJOURNED** at 7:05 pm.
- VII. **NEXT MEETING** will be held Monday October 7th at 5:30pm via remote and in person.

Respectfully submitted,
Mary Maxfield, Recording Secretary