

FINAL

City of Lebanon
Tree Advisory Board
Minutes, Monday, April 1, 2024 at 5:30pm
Meeting Room 1, City Hall or remote via virtual platform lebanonnh.gov/live

Questions in RED

MEMBERS PRESENT (6/7): Kathleen Corrigan (via remote), Charlie DePuy, Andrew Garthwaite, Susan Johnson, Mary Maxfield, Sarah Riley

MEMBERS ABSENT (1/7) Kelsey Haigh

STAFF ABSENT: Patrick McCarthy (DPW/TAB)

GUEST PRESENT: Shaun Mulholland (City Manager), Richard Ford Burley (Planning Board and DEI Commission)

- I. CALL TO ORDER: The meeting was called to order at 5:30pm
- II. APPROVAL OF MINUTES: Minutes from 3/4/24 were reviewed and approved as amended.
- III. SPECIAL VISITOR: Richard Ford Burley shared with TAB that on 4/3/24 the City Council would be holding a **hearing about allowing conditional use permits for vehicular sales in Industrial-Light (Ind-L) zones**. The applicant/petitioner is Ms. Johanna Cicotte who is associated with more than one of the dealerships in this area.
 - A. Such permits are not currently allowed.
 - B. Such permits would allow vehicular sales if they meet general approval standards, and the Planning Board wouldn't be able to say no.
 - C. The Planning Board has recommended against allowing such permits.
 - D. This proposal is relevant to TAB because of the urban heat islands that would be created if dealerships were further expanded in this area. Shaun remarked that there are no caps on impervious surfaces, but stormwater drainage would be an issue.
 - E. If the City Council approves this proposal, the decision won't have to go before voters.

F. The Route 120 Corridor Study will be released this summer.

IV. OLD BUSINESS

A. Tree Ordinance/Policy Updates:

1. The Tree Ordinance passed unanimously at last month's City Council meeting. The City Council appreciated TAB's work.
2. Tree Policy update/action:
 - a) Sarah will sew up any outstanding pieces like definitions.
 - b) Sarah will prepare a simplified version so we can all comment at our next meeting.

B. Grant Updates:

1. Groundwork USA, the grant administrator for our grant (USDA Urban Forestry) needs us to send in plans for this year by Monday, April 8th. They want specific details.
2. Susan, Rebecca Owens, and Pat McCarthy will meet on April 3rd to discuss budget details like personnel, travel, and other costs.
3. We discussed the number of trees we'll plant this fall
 - a) Our original goal was 22 trees to be planted by both DPW and TAB), but we cut this number in half because we've lost the first half of the year.
 - (1) Shaun: Let's plant at least 22 trees this year..
 - b) Charlie: We planned on starting with bus stops; that's our first obligation. We have to assess each bus stop site: things like overhead wires, soil assessment.
 - c) Andrew: Even if we were to plant trees at all 16 bus stops, that's only 16 trees. There are many places around the city that are good.
 - d) Kathleen: At the meeting on April 3, exactly what are TAB's responsibilities for the budget and what are the city's?
 - (1) Rebecca will do the DPW personnel questions
 - (2) TAB can deal with supplies like mulch and stakes.
 - e) The types and sizes of trees to be planted at bus stops, the presence of lots of asphalt will make a difference in who does the planting.
 - (1) If a lot of plowing is needed at a particular area, DPW should do the planting.
 - (2) Smaller trees would be planted by volunteers
 - (3) Shaun: Really important that we not leave DPW alone on all of this. Important that the TAB be involved. That is why you have my cell phone number.

- f) Andrew: So let's do a minimum of 22 trees and max of 30.
- g) Question: What happens on April 3 if we don't use all the money? Do we lose it?
- h) Susan: We have more trees than bus stops. There are 16 tree-worthy bus stops.
- i) At the City Hall bus stop, only one tree can be planted, but at the LISTEN Center bus stop, two trees could be planted. So there may be 20 trees associated with bus stops.
- j) Shaun: We could also plant trees all the way down the path from the city hall bus stop down to the upper parking lot behind city hall.
- k) We need subgroup meetings to plan specifics:
 - (1) Ordering trees
 - (2) Agreements
 - (3) Locations
 - (4) Jackhammer sites
- l) DPW would do much of the actual work. TAB and volunteers won't be working with the larger trees.

4. Motion made by Charlie and seconded by Sarah: **To designate 15 trees to be planted by TAB/volunteers and 15 by DPW. We voted unanimously in favor of the motion.**

5. The budget narrative, table, and methodology (part of the grant application) are on our shared Google Drive

C. April 13th Training (Demo and Education)

- 1. 9:45 am-1 pm at Colburn Park, North Park Street (directly across from LOH)
- 2. Bring shovel and gloves
- 3. DPW is providing water and mulch.
- 4. T-shirts have arrived: Susan ordered twice the amount originally requested by prospective volunteers.
- 5. After this meeting, we'll need to plan for April 27th.

D. April 27th School Street Cemetery Planting Updates:

- 1. Time: Not known yet.
- 2. We have 20 volunteers including TAB members and will probably have more.
- 3. The actual site for each tree and each tree type will be marked ahead of time by AJ and Liz on 4/13.

E. HACTC contact?

- 1. HACTC cannot do anything this spring, but a couple students might be interested in getting involved in the fall.

2. We are committed to paying students* but they need to be trained—unless they can be involved in necessary things such as inventory. (*but not adults)

V. NEW BUSINESS

A. Parks and Recreation Tree Removal Hearing (4/3/24)

1. Parks and Rec notified TAB of this event. TAB is now in the official loop thanks to the tree ordinance. This hearing will take place at 10am on 4/3/24 at Meeting Room 2 or virtual.
2. Two trees have been identified for removal by Recreation Arts & Parks:
 - a) “Maple on Colburn Park along West Park St. This tree has significant dead wood and may soon become a hazard tree. It has likely succumbed to the salt exposure at that location, and soil compaction.
 - b) Box elder on the Northern Rail Trail near the Spencer Street trailhead. There are several box elders in a line there, all marginally within the DOT ROW for the rail trail. As you know, box elders grow fast and provide nice shade, but do not live terribly long and are prone to leaning and breaking. This tree leans over the trail and has a compromised trunk with rot. Various trail patrons have commented on the safety of this tree in the past year.”
 - c) We need to balance protecting trees and Lebanon’s need of the farmers market. We can talk with Paul Coats about this. He is strongly committed to vendors.

B. Planning Submissions—No new submissions, but a hearing is scheduled for the 4/15/24 City Council meeting on managing vegetation including trees around utility power lines.

C. Tree Master Plan—proposed by Karen Liot-Hill at the City Council meeting at which our tree ordinance was presented. A tree master plan would help us with long term planning, general goals, aspirations.

1. Andrew: Perhaps Katrina Guerink could join us again to help lead us through the process of identifying goals/aspirations
2. Shaun: Let’s focus at this time on getting things done. Perhaps next winter we could focus on the master plan and fundraising.

D. Other new business:

1. Consider joining members of Cons Comm in pruning/rejuvenating blueberry bushes in the Jackson Conservation area this Sunday April 7th from 1-3. On the left side of Reservoir Road, Lebanon.

Bring loppers and gloves.

2. Free tablets are available from the fed government we could request. Good idea to accept them because they're already loaded with the software we need for our work.
3. Mascoma River Cleanup Sat 7/27—annual Lebanon Rotary project.
4. Patrick McCarthy needs one or more of us to meet with him next week at the cemetery to pick sites. Some TAB members have already prepared a map with suggested locations and species. Volunteering to join Patrick: Sarah, Charlie, Andrew if need be.

VI. MEETING ADJOURNED at 7pm.

VII. NEXT MEETING will be held Mon May 6th at 5:30pm via remote and in person

Respectfully submitted by Mary Maxfield, Recording Secretary