



**LEBANON TREE ADVISORY BOARD
DECEMBER 2, 2024 - 5:30 PM
MEETING ROOM 1, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

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- 1. Call to Order**
 - 2. Approval of Minutes**
 - A. November 11, 2024
 - 3. Old Business**
 - A. Grant Update
 - B. Which sites?
 - C. Easements, how to proceed and who
 - D. Review West Lebanon Main Street trees for bid
 - E. Was Kelsey able to connect with Rod Finley?
 - F. Inventory update
 - G. Tree Warden update
 - H. Planning Submissions
 - 4. New Business**
 - 5. Other**

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
December 2, 2024

AGENDA ITEM 2
Approval of Minutes

November 11, 2024

City of Lebanon
Tree Advisory Board
Minutes, Monday, November 11, 2024, at 5:30pm
Meeting Room 1, City Hall or remote via virtual platform lebanonnh.gov/live

MEMBERS PRESENT (6/7): Kathleen Corrigan, Charlie DePuy, Andrew Garthwaite, Susan Johnson, Kelsey Haigh, Mary Maxfield
MEMBERS ABSENT (1/7) Sarah Riley
STAFF PRESENT: Shaun Mulholland
GUESTS PRESENT via remote: Gail Patten, Laurel Stavis

Questions highlighted in yellow:

- I. **CALL TO ORDER:** The meeting was called to order at about 5:30
- II. **APPROVAL OF MINUTES:** Minutes from 10/7/24 were reviewed, amendments suggested, made, and approved.
- III. **GUEST INPUT:** Gail Patten and Laurel came to ask us our thoughts on how to handle some tree-related problems at **The Falls** in West Lebanon.
 1. Problems:
 - a) Differences in Falls community about whether towering trees are a problem that should be removed.
 - b) Lots of the trees are Norway maples, some with root girdling.
 - c) The trees were part of the original site plan, a fact that would be important to the city.
 - d) Some trees have been cut down.
 2. TAB input:
 - a) Trees that were cut down should be replaced.
 - b) Susan and Kathleen will meet with Gail for a site visit.
 - c) It was suggested that Gail meet with Tim Corwin, too.
- IV. **OLD BUSINESS**
 - A. **Grant Update**
 1. We learned that our grant is a 4 year, not 5-year grant.
 - a) Same amount money compressed into 4 years.
 - b) Number of trees/years = 55, not 40.
 2. Shaun suggests that we accelerate our work. In the past, programs with unspent money could be eliminated. We should plant as many trees as possible.

3. We have 35 volunteer's total.

B. Review October planting

1. Everyone had a great time.
2. Big shout out to DPW—so accommodating.
3. Went quickly.

C. Looking ahead

1. Weekday plantings?
2. City budget will have many cuts.
3. Maybe we should pay people to take the place of DPW.

D. How to get started with easements: Now we're beginning to look at planting on private property, so we need city staff to help with **easements**.

1. There is a new city employee (quasi-tree warden) who might help us with that.
2. Patrick McCarthy had done some prep work in advance of meeting with property owners.
3. Shaun will talk with the LISTEN director.
4. Kelsey has marked GIS maps with red dots representing trees.
 - a) We wondered whether easements include the whole road area.
 - b) Shaun: Some people will want an X-marks-the-spot- stake-in-the-ground approach, and others will want a more general approach.
5. Shaun is okay with TAB members going to property owners.
6. Shaun suggested that TAB and the new city employee (tree warden?) get together for a workshop on this.
7. Easement letters would be tailored to each individual property owner.

E. Identify which to pursue first:

1. Bus stops would be a priority.
2. It was nice with earlier plantings to have them clustered.
 - a) Let's try to do that again.
 - b) And have contractors do sites that are more isolated.

F. Inventory update

1. Seven people are trained.
2. The city needs to know which trees are city trees. On the inventory app, there are three categories:
 - a) Inventory = city trees
 - b) Planting = the grant trees
 - c) Planning = potential places for trees
3. Deana will put together a spreadsheet of all city assets:

- a) In park
- b) On hell strips
- c) Bump outs
- d) Easement trees: which the city will own, so owners cannot cut them down or trim them, though they may call the city and make requests.

G. Tree Warden update: We look forward to meeting with the new city employee who might be able to assume some of the tree warden niche!

H. Planning Submissions

1. Romano Circle asked the city if they could eliminate landscaping.
 - a) Maybe we could negotiate here.
 - b) Kathleen: It's not clear what the regulations are. If not the perimeter, maybe we could ask about planting in other areas such as along the street. Perhaps this could even apply to future site proposals at malls.
 - c) Maybe we could offer grant money because it would improve lives.
 - d) Site review comments
 - (1) Susan: We should be sure ANSI-300 standards are applied.
 - (2) Shaun: They are beholden only to city policy. The Romano Circle site plan and Planning Board policies still have to come together.
2. Brickyard
 - a) They diversified the species.
 - b) It seems under-treed, bare minimum in parking lots and street.
 - c) Kelsey thought they addressed trees more than other site plans.
3. Main Street West Lebanon—see next:

V. NEW BUSINESS

A. Review West Lebanon Main Street Plan

1. Is there a landscape architect involved? (We don't know.) They asked TAB to be involved.
2. Ideally the trees would be in the bid.
3. We'd need to choose those trees in the next two months.
4. Kelsey will check to see whether a landscape architect is involved.
5. We would need to send our recommendations for species to Rod before the next meeting.
6. The current plan shows pre-existing and planned trees.

B. Other

1. **Dedicating a tree** to Patrick McCarthy: We discussed dedicating one of the trees just planted in Logan Field to Patrick. We would mark it with a stone or placard; Paul Coats will look into this. Perhaps Paul could also ask Carli, Pat's widow, what she'd like.
2. Some TAB members will continue meeting in John Tietjen's classroom at **LHS with students** to support possible independent study projects that could involve things such as mapping trees on the school campus—and more.
3. **Grant homework:**
 - a) We need more specifics on AT and SAU bus stops.
 - b) We need more specifics on other places such as Charlie's list (proposed tree sites marked with diamonds) and then decide which ones we want to do.
 - c) Kelsey will do ten sites **(where?)** before the next meeting.
 - d) Sites on Susan's list is already prioritized and have places Patrick okayed.

VI. **MEETING ADJOURNED** at 7:00 pm.

VII. **NEXT MEETING** will be held Monday December 1st at 5:30pm via remote and in person.

Respectfully submitted,
Mary Maxfield, Recording Secretary