

FINAL

City of Lebanon

**Tree Advisory Board**

Minutes, Monday, November 3, 2025, 5:30 pm

Meeting Room 1, City Hall or remote via virtual platform [lebanonnh.gov/live](https://lebanonnh.gov/live)

MEMBERS PRESENT (5/6): Kathleen Corrigan, Charlie DePuy, Andrew Garthwaite,  
Susan Johnson, Sarah Riley

MEMBERS ABSENT (1/6): Kelsey Haigh

STAFF PRESENT (1/1) Alanna Cilbrith

- I. **CALL TO ORDER:** The meeting was called to order at about 5:30pm.
- II. **APPROVAL OF MINUTES:** Minutes from 10/13/25 were approved after review
- III. **OLD BUSINESS**

**A. Care of trees planted in the Spring and Fall 2025**

We continued discussion on how the watering and maintenance of the trees were going, and how this will be handled going forward. Watering was challenging in the late summer and fall because of drought restrictions and competing demands on DPW time. DPW is doing their best to see that the trees are receiving sufficient water. It has also been difficult getting a commitment from a contractor to help with the watering. Alanna is pursuing some leads on this.

**B. Fall Plantings**

Thus far 14 trees have been planted by TAB members and volunteers with help from Allana/DPW: October 11, 7 trees at SAU and Civic Field; October 18, 6 trees at the Skatepark; October 28, one tree at AT bus stop on private property. Of the remaining 4 trees that were purchased, one will be planted at the pool and 3 at the Senior Center. All will be done by contractors, with details still being worked out.

**C. Update on the Grant from Susan Johnson**

Susan participated in a recent meeting with Groundwork USA who is administering our IRA Grant. Also on the meeting were Rebecca Owens (Lebanon Assoc. Planner) and Dianna Armstrong (Lebanon Asset Manager). Deanna will be taking over more of the administration of our grant. **Attached is an information sheet Susan compiled.**

The main takeaway is that Groundwork USA wants us to have all our trees planted by the end of 2026. Though the feasibility of this is still under discussion, we do need to increase our number of trees planted and implement some of the additional proposals for how to spend the grant money. These include hiring people to help with: tree planting and maintenance, the tree inventory, recruitment of property owners to plant along thoroughfares and at bus stops, using funds to maintain older city trees not planted with grant money.

The TAB discussed how we might do this, what sorts of people we can approach for recommendations. Sarah and Susan will work on some potential job descriptions. (see the meeting video for more details).

#### **D. Tree Planting on Private Property**

There was further discussion of our continuing efforts to recruit property owners along public ways and at bus stops to allow the City to plant shade trees on their property.

1. After clarification of the terms of the grant, it was decided we can offer to help the people who responded to our notice on the Lebanon Listserv. We will reach out to them.
2. The question of whether to require easements from property owners before planting trees along public ways was briefly discussed again. **Someone??** Will talk with City Manager, Andrew Hosmer, to get his opinion on whether easements need to be required.
3. Additional notices will be placed on various local listservs to try to recruit property owners. Kathleen will do this.

#### **E. Update on West Lebanon Main Street trees**

We received the most recent plans showing the placement of trees in the newly-designed Main Street. It also includes the suggested species. We need to get our comments and suggestions to **WHOM? Rod Finley?** Kelsey already had some input on this. They're particularly interested in input for the trees in front of Kilton. Sarah, Charlie and Kathleen will get together on Main St. and look things over.

IV. **ADJOURNMENT:** at about 7pm

V. **NEXT MEETING:** December 1, 2025, at 5:30 pm

Respectfully submitted,

Kathleen Corrigan

**ADJOURNMENT:** at about 7:00pm

VI. **NEXT MEETING:** October 8, 2025 at 5:30 pm

Respectfully submitted,

Kathleen Corrigan