

FINAL

City of Lebanon

**Tree Advisory Board**

Minutes, Monday, March 2, 2026, 5:30 pm

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

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

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 2/2/26 were approved with changes and an addition.

III. **OLD BUSINESS**

**A. Update on West Lebanon Main Street Trees**

We reviewed the marked-up landscape plan from Jim LaMontagne which incorporated changes from our previous meeting with Rod and Jim on 2/2/26. We agreed on the following clarifications, corrections and changes which Andrew will forward to Jim and Rod:

1. Confirm that there are 3 Hop Hornbeams planned for the space in front of Kilton Library
2. We had agreed that the two maples planned for the front of Mascoma Bank would instead be *Nyssa Sylvatica* (Black Gum). This should be corrected on the plan.
3. The *Viburnum* shrubs noted should be more upright or slower growing types so that they don't extend too much beyond their beds and need to be pruned back.
4. Does the additional cost of Kelsey's nicer alternate for the juniper bed also include a credit for not planting the junipers? We do like his plan. The small tree that is proposed can be paid for by the tree grant. We hope this can proceed.

Sarah expressed dismay that there still are no replacements for the 3 trees that were in front of Cheryl's, the Asian Store, and Batteries Plus.

**B. Update on the Grant – Staff hire and Spring planting**

1. Andrew asked Alanna if there's been any progress on finding contractors for some of the Spring planting. She stated that she will soon have more time to work on this. She has a new position working at the scale at the Landfill and had to study for a certification.
  
2. Regarding the hiring of people to work on locating planting spots and communicating with residents who are interested in participating in the tree-planting program, Susan reported on the email she received from Deeana on 2/20 which includes the following updates:
  - Jay and Deeana are scheduled to meet on March 4 with Wes Achord, a candidate for the job of liaison with residents and identifying planting sites.
  - Beth, from the City Manager's Office, is updating the current tree page (Lebanon Green Streets Initiative Update • Lebanon, NH) to include the revised information and a new request form. Once the page is updated, she will use the City's communication tools to distribute the information publicly.
  - Cyber Services will be setting up a shared email account that Alanna, the seasonal staff, and Deeana will all have access to. All tree planting requests submitted through the web form will be directed there.
  - Jay, Alan, and Deeana will review the list of potential planting locations that Charlie DePuy added to the existing map. We will evaluate those sites to determine which are viable so we can move forward with planting at those locations as well.
  
3. Susan will contact the 6 residents who had responded to Kathleen's posting and expressed interest in having a tree planted on their property. Kathleen will forward her all the contact information and correspondence
  
4. We also agreed to continue to try to get more residents commit to the tree planting program. To that end, we agreed to produce a new flyer that we on the TAB can give to people, put in public places, etc. Kathleen will work on some text and Sarah will do formatting, and Susan has contacts for printing.
  
5. We discussed the importance of getting contractors to water the newly planted trees. We shouldn't be planting trees if we don't have a watering plan in place.

For more details, you can watch the recording of the Tree Board meeting available on the City website, "Agenda Center"

- IV. **ADJOURNMENT:** at about 6:30pm
- V. **NEXT MEETING:** April 6, 2026 at 5:30 pm

Respectfully submitted,

Kathleen Corrigan