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Minutes 01/09/2013

ARLINGTON TREE COMMITTEE

Meeting Minutes

Wednesday, January 9th at 7:30 pm

Location: Selectmen's Hearing Room

Attendees: Sally Naish, Ed Trembly, Patrice Robertie, Susan Stamps, Clarissa Rowe, Brian Murray, Eliza Burden, Lisa Decker, Patti Muldoon, Mary Ellen Aronow, Elizabeth Pilcher

Minutes

(Elizabeth Pilcher)

1. Approval of December Meeting Minutes 5 min

December meeting minutes approved. Elizabeth Pilcher will take the minutes from now on and will provide a verbal summary of the previous meeting minutes at each meeting.

2. Committee Secretary and Co-Chair 10 min

Official appointment of co-chairs. The objective is to have a chair and a co-chair going forward. The purpose of the co-chair is to assist the chair. ATC members nominate Mary Ellen Aronow as co-chair. The co-chair would become Chair when the current Chair steps down and a new co-chair would be appointed.

ACTION: Mary Ellen Aronow to report her decision by next meeting.

ACTION: Term limit for chair and co-chair appointment to be defined at the next meeting.

3. Strategic Plan - Elizabeth Pilcher 10 min

Discussed the purpose of a Strategic Plan-development of single document that lists initiatives, ideas, and activities and serves as a communication and planning tool for the committee. Members agree to establish a strategic plan. Formed a subcommittee, including Sally Naish, Mary Ellen Aronow, Patti Muldoon, Eliza Burden, and Elizabeth Pilcher.

ACTION: Liz Pilcher to research and assemble other town tree committee plans and to draft an outline plan for discussion by the subcommittee.

Master Plan Advisory Committee. Tree Committee members are permitted to attend meetings of the Master Plan Advisory Committee, but membership on the committee is not possible at this time. It is agreed that the Tree Committee needs to be aware of the tree-related concerns of the MPAC.

ACTION: Liz Pilcher will read the MPAC meeting minutes monthly and report on tree-related concerns. Brian Murray and Susan Stamps (?) will attend the MPAC meetings when possible.

4. Vision 2020 Survey

5 min

The Tree Committee survey, which asks two questions about ways to increase Arlington's tree canopy, is complete. Sally Naish uploaded the survey onto the tree committee website at <http://arlingtontrees.org/>. The deadline for completing the survey is March 15, 2013. A discussion ensues concerning promoting the survey through online and print media placement. Suggestions include placing a notice in the Advocate about the survey and on the Town website. Deadline for the Advocate is noon Mondays.

ACTION: Sally Naish will contact Joan Roman Chief Information Officer about posting a notice on the Town's website. Patrice Roberie will write the notice and run it by Sally Naish before submitting it to the Advocate. The notice should include the survey deadline date.

ACTION: Sally will confirm the deadline date.

5. Discount Tree Program and Spring Tree Planting

15 min

Subcommittee update. Ed Trembly, Patrice Robertie, and Eliza Burden met and talked about strategies for this planting season. They decided to shelve the discount tree program and focus attention on how best to spend the Trees Please money. The Town Tree Division is the only entity that can spend the Trees Please money.

The Town DPW plans to plant 150-200 trees this season funded by the DPW budget. The Tree Division will be unable to assist the Tree Committee with their tree-planting efforts. Therefore, the subcommittee suggests that the Tree Committee works with a contractor to plant more trees; this effort would be funded through the Trees Please fund. The Tree Division is legally responsible for ordering trees and for hiring the firm(s) to do the planting.

The Tree Committee plans to do at least one tree planting demonstration. Homeowners can also watch the on-line how-to video on planting a bare-root tree, which will be posted at arlingtontrees.org. The Tree Committee also plans to continue outreach by following up with homeowners about how newly planted trees are doing.

Legally the Tree Committee is limited to an advisory function to the DPW. However, for planning purposes, we would like to know how much money is in the Trees Please fund, and the location and cost of the trees planted.

ACTION: Clarissa Rowe will find out how much money is in the Trees Please fund, and will ask for a post-season report from the DPW on the location and cost of the trees planted. She will get further clarification on the purpose and funding of the Trees Please program. She will also get the legal language from the Town counsel confirming that the Town is a non-profit.

ACTION: Sally Naish will contact the DPW to find out how many trees have been requested to date.

ACTION: Ed Trembly will draft a letter to be published in the Advocate. Patrice Robertie will also provide input related to publicity. The letter will ask for more tree requests, if the DPW has received an insufficient number of requests. In the event that the DPW has sufficient requests, the letter will ask for donations to the Trees Please fund. The letter should include the website link <http://arlingtontrees.org/trees-please-program/>, should give the address to mail donations, and should state that donations are tax deductible. A draft of the letter should be reviewed by the Committee before publication.

6. Off-berm planting

10 min

Subcommittee update. Off-berm planting in this case refers to planting on private property no more than twenty feet from the road with the homeowner's approval and consent. Susan Stamps used Town of Lexington language to develop the Arlington Tree Committee Off-Berm Tree Planting on Private Property Program. It remains unclear who owns the tree.

ACTION: Susan Stamps will call Town counsel Juliana Rice about ownership of the tree and chain of title issue. Susan and Sally Naish will discuss the program with Jimmy Dodge.

The Tree Committee further reviewed and edited the Off-Berm Tree Planting on Private Property Program.

Clarissa Rowe recommends putting a warrant article before the town regarding tree ownership after resolving the legal issues. Mike Rademacher and Jimmy Dodge should be on board with the decision as to who owns the tree. We may not be ready until next year to do a warrant article.

ACTION: Lisa Decker will talk to the Lexington tree warden about how the town deals with ownership and chain of title.

7. EcoFest - Saturday, March 23rd 10 min

Subcommittee update. No activity to report. The subcommittee members are Sally Naish, Patti Muldoon, and Liz Pilcher.

ACTION: Liz Pilcher will contact others regarding the subcommittee plan of action.

8. Trees Report (Tree-related information & updates) 10 min

a. Legislation Change. The proposed legislation to increase the power of the tree warden did not pass.

9. Other Business 10 min

- a. Spring Planting Video update. We have a completed planting video and Sally wants to put it on YouTube and put a link to it on our website, after the necessary approvals. Discussion about other media outlets, including ACMI.
- b. Town Garden Tree Brochure? We should keep this in mind for later on.

Mary Ellen distributed ATC T-shirts.

Next meeting: Wednesday, February 13th, 2013 at 7:30 pm in Selectmen's Hearing Room. NOTE: Location may change.