**Newburyport Tree Commission**

**Minutes September 9, 2015**

**Children’s Activity Room, Newburyport Public Library**

**Meeting Convened at 7:05 PM.**

**Tree Commissioners (TC) present:** Crispin Miller **(**Chair**) (CM),** Paul Harrington (Vice Chair and Treasurer) **(PH**), Paul Bevilacqua (Secretary) **(PB)**, Byron Getchell **(BG)**, Ed Taylor **(ET**) J. Niebling **(JN),** Wayne Amaral, Tree Warden and Deputy Director/ Director of Operations Department of Public Services, ex-officio **(WA),** David Dylewski **(DD**)

**Members Absent**: Sheila Taintor **(ST)**

**Open time For Residents**

No residents were present.

**Report of the Secretary**

The Minutes of the August13 meeting were reviewed and unanimously approved.

**Report of the Treasurer**

The Treasurer submitted his report in advance and distributed copies at the meeting. The report was reviewed and unanimously approved. There will be an adjustment in the October report as a result of action to correct an error in the assignment of a charge.

**Report of the Tree Warden: September 2015**

1. Tree Warden Summary for 2015.

* Trees have been reviewed by the Tree Warden.
* 15 High Hazard trees have been removed to date. The most recent trees are;
  + 5-7 Ashland Court (DBH 26.1”)
* 0 Non-High Hazard trees have been removed.

1. Fall planting planning underway – Tree locations dig-safe and will be reviewed. Once reviewed DPS will prepare tree pits.
2. May be hiring new tree crew supervisor in the next 3-4 weeks. Salary for the position has been adjusted to make it more attractive given the scope and demands of the work.

**Sub-Committee Reports**

**Planting and Pruning Committee**

**DD** led a multi-part report by members of the sub-committees.

**Green Street Planting**

**PH** stated that the **TC** is prepared to plant six trees at the Immaculate Conception Parish Church and School.

There are four existing new tree pits at the school and one next to the parish center. A new tree pit is required in the brick sidewalk at the Parish Center. Originally two additional trees were scheduled to be planted in front of the school, but the tree pits were inadvertently omitted during sidewalk construction.

As previously noted, two locations on High Street have been designated in front of the Parish Center as alternative locations. The Parish has been contacted and are in favor of this plan.

Wayne will try to schedule the brick sidewalk tree pits for the week of September 14th.

Szczechowicz Landscape Services has been contacted and can accommodate a planting sometime over the next several weeks. Estimate is for a one day completion. Remaining trees will be planted in the Spring.

The Rogers Funeral Home has requested that trees not be planted at their site. Alternate locations for those two trees must be determined.

**Fall 2015 Planting**

BG confirmed that the 15 trees will be purchased and planted this Fall, drawing upon the funds provided in the DPS line for trees. The **TC** previously approved up to $7,500 for this purchase, subject to final approval by the Tree Warden, who has given his approval for the trees and the approved sites. It appears that all of the trees will be planted in the Fall.

**Merrill Street**

**WA** reported that **DD** had met with each of the owners of homes on Merrill Street in front of which pits have been created for trees. Three have selected the same species of tree. They will be planted in the Fall. **WA** noted that effective immediately planning for street repair and renewal will involve at least one year of advance planning to allow time to meet with residents as part of the process of developing and finalizing plans.

**Adopt-A-Tree**

**DD** and the Planting and Pruning Committee, which had agreed to take on responsibility for further developing the Adopt-a-Tree proposal, submitted a draft letter which would be distributed to homeowners in areas where road work will be completed, as well as for other residents who have an interest in having a tree in front of their home or business.

**Mulching**

**DD** confirmed that by the end of October the 57 or more trees which are currently being watered will also be mulched by the **TC**.

**OLD BUSINESS**

**Tree Watering**

The watering is scheduled to end on September 15. The **TC** agreed to extend that period if conditions required continued watering. It was also agreed that planning must continue for watering in the 2016. It was agreed, part of the FY 2017 budget request, that up to $5,000 more will be requested for watering.

**Tree Commission Items to be posted on the City web page**

**PB** brought to the Commission’s attentionthat the **TC** website presently has little information to informcitizens of the role and work of the **TC.** It was unanimously agreed to recommend to **WA** that hepost **The Tree Commission Meeting and Operational Guidelines,** as well as themeeting **Minutes** and **Agendas,** the **Newburyport Code of Ordinances: Chapter 12: Streets, Sidewalks and Other Public Places, Articles VI: Protection of Public Trees,** and, when prepared, the **Tree Regulations.**

**Fundraising to Support the Purchase of Trees**

**CM** reported that **JN** and others, as appropriate, will work to identify additional sources of funds for the purchase of trees. Such funds will be to supplement, and not supplant, funds provided by the City through the budget process.

.**NEW BUSINESS**

**Tree Commission Membership**

**CM** reminded members that a vacancy remained for anAlternate member of the **TC.** He encouraged everyone to continue to work to identify individuals who could make a contribution to the **TC**.

The meeting adjourned at 8:28 PM.

Respectfully Submitted, Paul M. Bevilacqua, Secretary

Next meeting: Thursday October 8, 2015 at 7 PM

Location: Children’s Activity Room, Newburyport Public Library