­­­­­­­­­­­­­­­­­­Newburyport Tree Commission

 **Minutes November 12, 2015**

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

**Meeting Convened at 7:04 PM.**

**Tree Commissioners (TC) present:** Crispin Miller **(**Chair**),**  Paul Bevilacqua (Secretary) **(PB)**, J. Niebling **(JN),** David Dylewski **(DD**), Paul Harrington (Vice Chair and Treasurer**),** Byron Getchell **(BG)**

**Members Absent**: Sheila Taintor **(ST),** Wayne Amaral, Tree Warden and Deputy Director/Director of Operations Department of Public Services, ex-officio **(WA),** Ed Taylor **(ET**)

**Open time for Residents**

No residents were present

**Report of the Secretary**

The Minutes of the October 8 meeting were reviewed and unanimously approved.

**Report of the Treasurer**

The Treasurer’s report was discussed and unanimously approved.

**Report of the Tree Warden (WA): November, 2015**

The Tree Warden was not present. He submitted his report in advance.

**Sub-Committee Reports**

1. Tree Warden Summary for 2015.
* 28 High Hazard trees have been removed this year.
* The most recent trees are;
	+ #14 Howard Street (24”)
	+ 335 High Street / Senior Center Entrance (33”)
	+ 132 State Street (34”)
* 0 Non-High Hazard trees have been removed.
1. Merrill Street – Three trees planted on last week.
2. Fall Planting – Underway and should occur shortly.
3. DPS Tree Crew Supervisor Vacancy – Recently hired supervisor leaving city. We have posted for replacement.

**Education Committee**

**DD** reported that he and **ST** had made a presentation to a high school senior AP Science class. They explored the area in front of the High School where they discussed and identified the various type of trees in the area.

NBPT High School has an Intern Program for its juniors and seniors. **ST** will contact the school and have a report to the **TC** ASAP.

**Planting and Pruning Committee**

 **Green Street Planting**

**PH** reported that during October seven Princeton Elms were planted at the Immaculate Conception Parish Church and School. One of the tree pits on High Street had a conflict with a water service and the planting will be rescheduled for the spring of 2016.

 Invoices were submitted to the DPS for the completed work.

Szcezchowicz Landscape Services: $2,751.00

Northeast Nursery $1,476.66

Total: $4,223.66

 Remaining trees will be planted in the Spring.

The Rogers Funeral Home has requested the City not plant the two trees scheduled at their site. Additionally, two tree pits were inadvertently omitted at the Immaculate Conception School. The **TC** will need to investigate alternate locations for these four trees, in addition to the tree which was not planted on High Street.

Appleton Eye Associates has requested we review the location of the tree at their location as to avoid obstructing their signage.

 **Spring 2016 Planting**

**BG agreed to coordinate this project. DD** has a preliminary list of locations and trees. The list will be submitted and finalized no later than the February meeting. The preliminary list will be submitted as part of the Spring 2016 request for free cash to purchase trees.

**Mulching**

**DD** confirmed that the 57 or more trees which were watered this season, along with the new trees which have been planted, will also be mulched this fall by the **TC**.

**River Valley Charter School Planting (RVCS)**

**DD** will work with RVCS in the future to determine whether the four trees will be planted and their location. If planted the **TC** will provide care.RVCS: **DD** will contact **ET** to see where the RVCS planting is at with the people at RVCS. Planting and Pruning committee will take over the project.

 **Future Projects**

**DD** listed projects for the future, some of which are on-going. **These projects will each be supported by grants or donations, not by the Revolving Fund or the DPS budget line**. These projects include: Green Street, River Valley Charter School, High Street, and a Gateway Roads project which is being developed and will be submitted to the CPA for funding. In regard to the Gateway Project, **CM** announced that T. Heatwole a landscape architect, has volunteered to serve as the consultant to the **TC**.

**OLD BUSINESS**

**Tree Watering**

S. Hanley had watered the trees through October 1. **DD** completed the watering and mulching of 20 trees in mid-September. Scott was to attend the November 12 meeting, but was unable to do so. Hopefully Scott will be able to attend the December 10 meeting to share his insights into the watering process and related issues which he developed during the watering season. Scott has volunteered to water the trees in 2016. As previously agreed, ongoing planting is contingent upon a watering plan being in place.

**Tree Regulations**

The **TC** previously agreed to work with the Tree Warden to update the Tree Regulations which are addressed in the Tree Ordinance**.**

**WA** had agreed to submit a draft list of approved street trees for **TC** review at the September meeting. His work schedule did not permit him the time to do so. He will also work with the **TC** to further update the Regulations consistent with the Ordinance. **ET** and **PB** have volunteered to work with **WA** given their work in developing the Ordinance.

**Update: TC materials on the City website**

The possibilities were discussed again, but it appears that no action has been taken to date. **PB** will follow up with **WA**.

**Free Cash Proposal for Spring 2016 Tree Purchase**

The **TC** voted unanimously to submit a proposal to purchase 16 trees to be planted in the Spring. Tree care will be provide by the DPS maintenance line.

**New Business**

**FY 17 Budget**

**PH** submitted a draft of the budget for the **TC** to consider for submission for FY 17. Upon reviewthe **TC** gave initial approval to the F17 budget proposal and will take final action on it at the December meeting. **PB** and **PH** will work on finalizing the proposal.

**Pruning and Mulching in 2016**

 **DD** proposed, and the **TC** unanimously agreed to, April 23, and April 30 as the days for pruning and mulching.

Respectfully Submitted, Paul M. Bevilacqua, Secretary

Next meeting: Thursday December 10, 2015 at 7 PM

Location: Children’s Activity Room, Newburyport Public Library