

NEWBURYPORT TREE COMMISSION

1

Minutes of the Monthly Meeting

Thursday, September 11, 2014

Meeting convened at 7:04 PM

Tree Commission members present:

Ed Taylor **(ET)** (Chair), Paul Harrington **(PH)** (vice-chair),
Dave Dylewski **(DD)**, Cris Miller **(CM)**; **Tony Furnari (TF)** Director of the Department of
Public Services and Acting Tree Warden ex-officio .

NOTE: Andrew Lafferty, former Tree Warden and Deputy Director of Dept. of Public
Services (DPS) has left his job as of September 30th and taken a new job in Lynnfield MA.

Absent: Paul Bevilacqua **(PB)**, Byron Getchell **(BG)**, Sheila Taintor **(ST)**

Also Attending: Richard Salus (resident, 45 Purchase Street)

Reading of the Minutes for the **August 14, 2014** meeting

The minutes were approved unanimously

Treasurer's Report prepared by **PH** was read and accepted unanimously

The report was reviewed and approved

OLD BUSINESS

1.) Review of planting projects:

- **Fall 2014 Planting discussion** with Tree Warden **TF**
In 2013 the Mayer Tree Co. planted eight trees for the TreeCom. **TF** supports the
recommendation that the TreeCom send out RFQ's to three contractors to get
separate costs for trees and costs to plant and maintain trees. The Tree Comm. will
review the proposals with **TF** for prior to his decision to contract out the work.
TASK: Meet with **TF** in his office Sept. 17th to review status of RFQ's, overall
direction of TreeCom initiatives and funding ideas;
TASK: RFQ's sent out ASAP;
- **Merrill Street planting** - Contracting and trees for Spring 2015 planting to be
secured ASAP.
TASK: Funding source for the trees needs to be clarified by TF and TreeCom.
TASK: RFQ's sent out;
- **Green Street planting** - is scheduled for Spring 2015. Now is the time to seek
quotes from tree contractors and secure the needed trees.
TASK: DD and PH will work on this with the advice of PB.

2.) Membership and volunteers' project update

- **TASK:** Send out PR asking for volunteers with specific skills needed to complete
Tree Com. mission. Who will do this?

3.) Update: FY Budget and Financial Processes

1

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2

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- **ET** reported that he and **PB** have had meetings with Mayor Holaday, Peter Lombardi (Director of Policy and Planning), Ethan Manning (City Finance Director), and Lisa Valcich (DPS Business Manager) to discuss budgeting and funding strategies.
TASK*: **ET, PH,** and **CM** plan to meet with acting **TF**, Lisa Exum, DPS Dispatcher, and Lisa Valcich to discuss tree project initiatives and available resources.

4.) Tree planting update

- A.) Planting on Green Street and Merrill Street are expected to happen in Spring 2015.
TASK: Source of funding for Merrill St. trees needs clarification by **TF**;
TASK: Planting contractors need to be identified and quotes obtained;
- B.) The TreeCom has allocated \$4800 for planting in Fall 2014. There is an additional \$2.100 in an account at Northeast Nurseries.
TASK: Planting contractors need to be identified and quotes obtained ASAP.

5.) CPA update

- There is money remaining the CPA historic tree grant for tree watering and care. Also, the TreeCom has two other grants specifically for planting trees on Green Street once the paving and sidewalk work is done and the new surfaces have settled. The Planning Office indicated that the availability of the remaining CPA funds allocated for watering will be extended until needed.
TASK: **ET** will formally confirm this with CPA Administrator Kate Newhall-Smith (978-465-4400).

6.) Tree watering project update

- The TreeCom is actively looking for a person or firm to take on the watering of trees planted this year and in the prior two years (2012-2014). Ideally this would be for the remainder of this season and for the 2015 season.
Interested candidates will need to drive their own vehicle with tow hitch, provide evidence of adequate insurance, and provide an IRS 1099 form to the Tree Warden.
TASK: Funding sources for 2015 are under discussion (see #3 above)
TASK: Contact local landscapers and advertise to find a company or person to do the watering using the TreeCom water wagon or their own equipment.

7. Planting and Pruning Sub-committee update

- **DD** had no new information to report.
Regarding tree evaluations: **DD**, an arborist, has been doing them as a volunteer for the past three years and has decided to step down due to other commitments. Accordingly, the City is looking into hiring a qualified consultant to do evaluations as allowed by the Tree Ordinance.
TASK: Aid and monitor the progress in finding **DD**'s replacement.

2

8.) State of the trees planted 2012-2013

- **DD** and **CM** visited the trees two weeks ago. Overall the 35 trees are in good shape but some replacements will be needed.

TASK: DD has added those locations to his ongoing list. Reasons for die off will be assessed.

9.) List of trees planted (separate from the City wide inventory)

- The TreeCom is working to reconcile planting lists from previous years and get the data into a searchable digital format.

TASK: CM plans to use proprietary software developed by Jeff Esche **JE** to do this. **JE** is generously offering the use of the software free of cost.

10.) CM presented the results of his comprehensive cost/benefit analysis.

- **TASK:** The members decided to continue the presentation at the October meeting so that absent members can hear the interesting details.

NEW BUSINESS

11.) Education sub-committee

- **DD** and **ST** plan to present information on pests, invasives and endangered plants to students at the Nock Middle School (environmental students) and grades 4,5,6 at the River Valley Charter School. They are getting help and printed handouts from UMass and Mass Audubon.

Part of the initiative will be to have students identify planting sites and inventory historical trees in all areas of the City (public and private).

TASK: Also make short presentations to other City Commissions and local civic organizations on the work of the TreeCom.

TASK: DD will determine a budget for cost of supplies.

12.) Annual calendar of activities and five year plan

- The initial document drawn up by **PH** will be reviewed and discussed at the October meeting.

Adjournment at 8:45 pm

Respectfully Submitted,

Ed Taylor, Acting Secretary

Next meeting: October 9th, 2014 Location: Library Children's Reading Room

NOTE: the November meeting is **scheduled** for November 6th, a week earlier than usual.