

TOWN of SHELBURNE TREE ADVISORY MINUTES
Minutes of October 12, 2016 Meeting

Members Present: Ann Milovsoroff, Gail Henderson-King, Dave Hall, Tod Warner

Others Present: Hope Johnson, Dawn Keogh Schmidt, Joplin James

1. **Call to Order** - Gail called the meeting to order at 7:05 PM. Gail asked if someone would take minutes for the meeting tonight as Jan won't be attending. Tod agreed to take minutes.
2. **Review Agenda** - The agenda was approved as presented.
3. **Consider approval of minutes from September 14, 2016** – Dave motioned to approve the minutes and Tod seconded. The minutes were unanimously approved.
4. **Citizen Participation (Opportunity for public comment on any Committee Business that is not included on this agenda)** – No citizen participation tonight.

Before starting discussions, Gail recommended a quick round of introductions of everyone present. Hope Johnson and Dawn Keogh Schmidt are interested in becoming members of the Tree Advisory Committee and are curious as to what we are working on.

5. **Shelburne Community School Plantings** – Joplin James, a teacher at the Shelburne Community School (SCS), gave a brief overview of his tree planting efforts. He has been doing an Arbor Day event the past 6 years with trees donated by the State and Horsford's Nursery, who has assisted with choice of species and placement on school grounds. This past year, due to the school construction, he decided to plant the Arbor Day tree in Davis Park. This is where the Tree Advisory Committee became aware of his efforts.

Gail gave a brief overview of the Tree Advisory Committee's responsibilities of care and placement of trees in the Town road rights-of-way and public spaces such as Davis Park. The placement of the tree in Davis Park may need to be moved as it will eventually conflict with other trees nearby. Maintenance of trees is also an issue for SCS. The Tree Advisory Committee will review in the Spring 2017. It was agreed that we will work together and coordinate with Joplin and SCS on future Arbor Day activities and planting as necessary on the SCS property and/or Davis Park.

6. **Shelburne Cultural Landscapes Brochure** – We still have 2+ boxes of brochures left. We should continue distributing the brochures and re-distribute now for foliage peepers.

7. **Shelburne Tree Grant for Beach** - Two River Birch trees were planted by Greenhaven Nurseries in the chosen location near the tetherball pole area. Part of our grant proposal includes doing a celebration. This is set for Saturday October 15th at 11:15 am with the Tree Advisory Committee and Parks & Recreation Committee. Shelburne News will be there to take photos and will do an article for next weeks' paper.
8. **Shelburne Beach Landscape Master Plan** – Gail contacted a UVM professor David Raphael to work on a landscape master plan for the beach as a student project with his landscape design class. He agreed to do take this on and will meet with the Tree Advisory Committee, Parks & Recreation Committee and Town staff on November 1st and 3rd at 2 pm. They will present concepts and ideas for a beach master plan the end of November / early December.
9. **Shelburne Memorial Tree Application** – The Japanese Tree Lilac memorial tree has been planted and the granite marker will be installed soon. Densmore Monuments has indicated that there can be more than 30 letters in some cases. We will update the memorial tree application to reflect this.

Dawn would be interested in volunteering to assist with marketing for our committee. Several ideas she had included creating a mug with a selected tree and working with Danforth Pewters to create a tree leaf to sell annually as a fundraiser. Hope's husband has a Treebeard costume (from the Hobbit) and taking photos with Treebeard could also be a fundraising idea. Suggest we have more presence at the farmers' market.

10. **Shelburne FY2018 Budget and Draft CIP (FY2017-FY 2022)** – Discussion focused on the FY 2018 budget, which would cover annual reoccurring costs, rather than the CIP, which is for long term investments. It was agreed to break down our budget request between costs for new plantings or tree removal, and long term ongoing expenses like maintenance which would include things such as pruning, cabling, vertical mulching, fertilizing, and structural stabilization. Gail will do a rough draft of a budget for review at our November meeting.
11. **Town Office Complex (Library) and Shelburne Parade Ground** – Gail discussed with a Library trustee getting our committee involved with the Library expansion project and trees surrounding the buildings. She will follow up with the Library committee.

The Korean Maples at the Veteran's Memorial on the Shelburne Parade Ground are of concern due to their size already appearing to be greater than anticipated. Gail recommended the committee review this in the Spring of 2017.

- 12. Other Business** – The Recreation Department received a \$100 donation for trees at the beach and this has been placed in our Tree Fund.

Ann was selected to attend the New England ISA Conference in November funded through the State Urban and Community Forestry program.

Discussed changing the meeting day due to Gail having potential conflicts – maybe it can change to the first Wednesday of the month. We will discuss this further at the next meeting.

We recommended Dawn and Hope apply to the Select Board for appointment onto our committee.

- 13. Adjourn** – Gail adjourned the meeting at 8:55 pm.

Respectfully submitted,
Tod Warner

DRAFT