

Manchester Tree Advisory Board Agenda – Meeting Minutes

January 18, 2021 at 5:30PM

Location: Virtual via Zoom

Call to Order – *Chairman Stemmler called to order at 5:36pm.*

In attendance – *PW Director Dave Pracht, Mayor Mike Clement, Chairman Mike Stemmler, Board Member Nancy Miller, Board Member Jane Sharp, Alderman Megan Huether, Alderman Marilyn Ottenad, City Administrator Larry Perney, Parks & Rec Director Kat Schien, P&Z Director Melanie Rippetoe, Recreation Supervisor Stephanie Hardesty, PW Worker Kevin Olsen, and Urban Forestry Consultant Andy Berg.*

Approve Minutes from October 19, 2020 Tree Advisory Board Meeting – *Nancy Miller made a motion to approve and Mike Stemmler seconded the motion. Minutes approved.*

Old Business

1. 2019 Growth Award – Dave
 - a. “Manchester Message” article – *Dave explained that the fall 2020 edition had an article about the 2019 Growth Award and included the criteria as to why it was awarded. There was also an article on the City website and a Facebook post that had a link to the article on the website.*
2. Revisions to Tree Ordinance – Mike C. & Dave – *The Mayor and Dave been working on these revisions with the City attorney and provided proposed revisions to all board members. The two main changes that are most notable are increasing the size of the Tree Board from 3 to 5 and the addition of resident appeals using the Tree Board (residents will have the right to appeal a notice from Code Enforcement). Everybody agreed with these two changes.*
3. Parks & Recreation Educational Programming – Kat – *Kat has been working on adding tree-related classes for the upcoming months. Kat mentioned that she worked with Andy to hold 2 different tree walks in April and May. There are other classes focused on native planting, recycling, and other similar topics. Stephanie suggested another Arbor Day event like last year which included the tree giveaway. There are no flowering dogwoods available, but they are being substituted with baldcypress and swamp white oak. There will be more options/diversity than last year. Megan mentioned using High School students for the Arbor Day event for some volunteer hours that they are required to obtain. Kat mentioned that the kids could help bag the trees beforehand, also. Megan will provide the contact information for the associated school(s). There was a discussion regarding the planting location for the celebration. Regarding species selection, Kat used the recent inventory data as an example for the importance of species diversity. The City may elect to plant a tree further away from where they are typically planted. There was a discussion about eventually planting a tree near the playground. Melanie mentioned there are funds in the Tree Fund for additional planting. Mike said to keep in mind the Memorial Tree for the City attorney’s family. Kat will provide the Board a map showing recent tree removal locations which may assist in location selection.*
4. Howard George Drive tree planting is complete
 - a. 14 additional trees, 3 replacements – *Dave provided a quick overview/refresher of this project and explained that there are no warranties on these trees in the event more of them die.*
5. Fall Limb Chipping Update – *Dave explained that last fall the City changed the guidelines which was an increase in the length of a brush pile from 15’ to 30’. If there was more, they went ahead and chipped the debris anyhow. There were only a few houses that took advantage of being allowed to put out a bigger pile. It is likely that the City will probably see larger piles in the future. Overall, it went well. Nancy mentioned honeysuckle removal on common ground and Dave will have to look into this and get back to the group on this question. Megan thought it was a good question and explained we need to think*

about that stuff moving forward. Andy explained that a downside in chipping honeysuckle is that it can potentially be hard on the equipment depending on the type of equipment.

New Business

1. 2020 TRIM Grant Project Status – Andy & Dave
 - a. Park Tree Inventory & Maintenance Plan Complete
 - i. Summary of the data – *Andy provided a quick summary of the data and stressed that 6% of the park's tree population is ash. A casual conversation regarding EAB ensued.*
 - ii. Future management
 - b. 200 3-gallon trees planted at Howard George Drive – *Andy explained the purpose of this project and how it ties in with last year's and this year's TRIM projects.*
 - i. 100 as part of the 2020 Trim Grant
 - ii. 100 as part of the 2019 Trim Grant
 - c. "Educational Cards" Discussion – *Andy explained that the EAB card is just about finished and some rough drafts for topics 2 and 3 came in today but he will be providing some substantial content changes/revisions. The group decided that they liked topics 4 and 5 but agreed on changing topic 6 to the "Right Tree, Right Place" mantra. Andy intends on having all of them completed by the next Board meeting.*
 - i. Emerald Ash Borer – Thoughts, comments, feedback
 - ii. Proper tree installation, mulching, and maintenance
 - iii. Pruning mature trees (anti-topping)
Topics below need to be decided
 - iv. ISA and the importance of hiring an arborist
 - v. The benefits of trees
 - vi. Trees and construction – Substitute with **Right Tree, Right Place**
2. Tree City USA & Growth Award – Dave & Andy
 - a. Applications have been submitted – *Andy mentioned that the applications have been submitted but has not heard anything from the state forester or the Arbor Day Foundation yet.*
 - b. Parks "Summary Report" from inventory was used as Growth Award criteria – *Andy explained that this was used solely to obtain the 10 points needed to receive the Award.*
 - c. We need to plan ahead for 2021 criteria – *Andy briefly went over the Arbor Day Foundation's changes to the Award criteria and mentioned that we will need to be proactive on selecting the City's criteria. He suggested that if Kevin obtains his ISA Certified Arborist credential that this will award some points. He also mentioned that the spring tree walkabouts that Kat is developing will also help with points.*
3. Tree City USA Conference – *Dave made the group aware of this Conference and provided a brief overview.*
4. Right-of-Way Tree Pruning 2021 – Dave – *Dave plans to put an RFP out later in the year. Mike asked about notifying homeowners to let them know it is a resident tree but that the City is doing clearance pruning. Public Works will need to identify priority areas. Dave explained that the bulk of the work will be contracted out in 2021. He also explained that he plans to have Andy do some training so that the City can rely on its own staff, as well.*
5. Arbor Day 2021
 - a. Children' Activities – *Megan is going to send out an email to begin coordinating this.*
6. New Assistant Director of Public Works – Tyler Jaycox – *Dave introduced him though he was not on the call this evening.*
7. Other topics
8. Next meeting – **April 5**, April 12, or April 19, 2021 – Dave

- a. Should we set these meeting in stone? Should we set a calendar for the remainder of the year?
– *Dave would like to set these meeting at the beginning of the year to be at the first Monday of each quarter and the Board agreed and approved. Dave will send a calendar invite with the other meeting dates. The next meeting will be on April 5, 2021.*

Adjournment – Nancy made a motion to adjourn at 6:42pm and Jane seconded the motion.