



**Tuesday, April 30, 2019, 4:00 pm
City Greenhouse**

Members Present: Jim Arthur, Cynthia Ball, Breann Hohman, John Parker, Commissioner Dave Waddington

Staff Present: Todd Gibson, Tom Speir, Melissa Vassallo

The meeting was called to order at 4:02 pm.

The February 26th and March 26th meeting minutes were approved with no changes.

Old Business:

Tom Speir gave the members an update on the GLRI grant. We have received final approval and we are moving forward with the project. Communication is being sent to the next Commission meeting to ask for Permission to Bid. After Permission is granted, it will be advertised for bidders to submit their bids.

Tom also informed everyone that the plantings that will be done with the donation money have been pushed back to the fall. There is a lot going on right now and we are still hoping to do these in-house. Waiting until the fall will be much more practical for our Forestry crew.

Cynthia Ball let us know that Joe Viviano will be unable to attend the Tree City USA awards on Wednesday, May 8th. So, there is an extra ticket if anyone else is interesting in going.

Everyone talked about how the Arbor Day celebration went. It was a very good turnout. Tom mentioned he wants to try to get small handled shovels for the kids next year. Jim Arthur thought we could have advertise better. He didn't like that were other events going on the same day and the same time. They are also thinking next week, they might do a poster contest instead of a poem contest. Overall the comments and remarks from members and from the public were good.

New Business:

Tom Speir told the group he is caught up on all tree inspection requests. He hopes he will be able to continue with being caught up even as the weather improves and more projects are going on. Todd

Gibson did let them know the newest member of Forestry, Nate, is a certified arborist as well and in the future, he will be able to help with or even take over the inspections.

The members discussed the Tree Planting letter that will be sent out to residents before a tree is planted in their boulevard. A few suggestions were made. Melissa Vassallo will make the changes and bring a final draft to the next meeting for approval.

Tom brought up a question that was asked by a resident. The resident wanted to know what the process is to get a tree planted or to get a replacement tree. Tom questioned if they are automatically on a list when a tree gets removed or do they need to request it. Melissa said they are not automatically on the replacement list. In order to get a tree planted or a replacement tree, the resident needs to call to get on the waiting list.

Todd and Melissa told the group about a resident who trimmed their own tree. It was discussed what should be done. Breann Hohman stated no matter what is done, they should stay consistent for all violations. The members voted and a violation letter will go out to the resident. It will let them know that they were in violation, the reasoning behind it and what their fine is. The resident is always able to appeal the violation by bringing it back to the Tree Commission to state their case.

Cynthia stated she is trying to get a hold of Jason Knowles to get more information on what he does. He has his own company, Knowles Municipal Forestry, which helps municipalities, colleges, parks, etc. to save money. He provides contract packages, public education, appraisals, etc. Cynthia said he would be the person to contact the utility companies prior to projects starting and possibly do the background work when someone violates the Tree Ordinance. Todd said the utility companies are always invited to project meetings so they are aware of upcoming plans. Bre said if there is money available, she would rather use it to hire another laborer.

The next Tree Commission meeting will be held on Tuesday, May 28th, 2019 at 4:00 pm at the City Greenhouse.

The meeting was adjourned at 5:09 pm.

Cynthia Ball
Chairperson

Melissa Vassallo
Clerk