

# Windermere Tree Board

## TREE BOARD MEETING MINUTES

February 20, 2020

*Mission Statement: Augment community awareness of our Urban Forest, provide education regarding the benefits of trees and a commitment to protect, preserve and proliferate our community's Urban Forest. Beautification of our Windermere Parks and Recreation Areas.*

Tree Board Members: Susan Norris-Carter (Chairman), Frank Krens (Secretary), Jacqueline Rapport, Leslie Brabec, and Debra Neill

Town Manager: Robert Smith

Town Council Liaison: Chris Sapp

**1. CALL TO ORDER:** WTB Chair, Susan Carter, called the regular WTB meeting to order at 5:00pm at Windermere Town Hall. It was attended by four of the five Tree Board members:

- Susan Carter, Chair
- Frank Krens, Secretary
- Jackie Rapport
- Debra Neill

Other Attendees: Chris Sapp, Town Council Liaison; Scott Brown, Public Works Director; John Fitzgibbon, town resident; Stephen Withers, town resident; Brandi Haines, town resident

**2. PUBLIC COMMENT** – None

**3. APPROVAL OF MINUTES** – After discussion, Frank Krens made a motion to approve the November 2019 regular meeting minutes with corrections. Debra Neill seconded and they were approved 4/0. There was no December 2019 meeting. There was no formal January 2020 meeting. It was replaced by a work session to prepare for the Arbor Day and Treebute activities.

**4. REVIEW**

- a. **Arborist report and site walk for tentative facilities site plan (J. Fitzgibbon)** – John Fitzgibbon provided an overview and commentary on the Arborist Report prepared by Eric H. Hoyer, Certified Arborist, from Legacy Arborist Services. The report was prepared under contract to Town of Windermere to assist in planning construction activities around existing trees on the TOW Police Department, Public Works, and Administration site. Mr. Fitzgibbon addressed each tree recommended for removal or pruning and several other trees that are candidates for removal. Mr. Fitzgibbon and Stephen Withers then led the WTB members on a walk to observe each tree and condition covered in the report.

Following the site walk and further discussions, these motions were made:

Debra Neill made a motion that the WTB approve removal of six trees in the Town facilities footprint as recommended in the arborist report. Jackie Rapport seconded and the motion carried 4/0.

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Frank Krens made a motion that WTB approve removal of three additional trees – a camphor by the 1887 schoolhouse, a LL Pine in poor health by 7<sup>th</sup> Avenue, and a bifurcated 14” oak by the roundabout - identified in the arborist report as candidates for removal. Debra Neill seconded and the motion carried 4/0.

Jackie Rapport made a motion that WTB approve removal of a camphor tree at the planned site of the temporary facilities and relocation of the oak Arbor Day tree at the planned site of the temporary facilities to a location on the berm of the shared parking lot. Debra Neill seconded and the motion carried 3/1 with Susan Carter disagreeing.

- b. Treebute review** – WTB Chair, Susan Carter provided an initial assessment of the Treebute and information on finances. The Tree Basics education received high acclaim as “awesome”. Labeling of trees with basic information on variety and ultimate dimensions was very appreciated. There are 24 trees left over, fewer than in the past. Susan offered to provide an inventory list to be circulated for residents who did not adopt trees to do so.

**Cost of Craft Supplies** - Susan said that she spent \$403.38 on supplies, vs. a budget of \$250. Jackie Rapport made a motion that Susan be reimbursed for the entire amount. Debra Neill seconded and the motion carried 4/0.

**Cost of Police** – Susan reported that the cost for Police support was \$466 vs. \$300 contributed by Joan Foglia. Frank Krens offered to pay the difference of \$166.

## 5. NEW BUSINESS

- a. RFQ/RFP for a landscape architect and ISA arborist for tree planting** – Chris Sapp pointed out the need for a Capital Improvement Plan covering the planting of trees for the parks, starting with Central Park and Fernwood, and guided by the services of a landscape architect and arborist. Public Works Director, Scott Brown described the Request for Qualifications process and recommend that process for selection of a contractor. WTB members agreed to email Scott by March 5, 2020 with recommendations for qualifications. Tree selections, locations, and funding are to be worked out with consideration of the tree memorial initiative being pursued by the WAYS committee led by Grace Foglia.

**b. Initiative to Use Wood from the Dead LL Pine at Palmer Park for TOW Functions** – Scott Brown stated that the subject tree is infested with pine beetles and must be disposed of in a way that does not release the beetles to do more damage. He noted that the pine tree near 7<sup>th</sup> Avenue that is a candidate for removal could be re-purposed.

6. **ADJOURN** – The meeting was adjourned at approximately 7pm.

7. **NEXT MEETING** – March 19, 2020, 5pm Town Hall