

MINUTES – Approved

Windermere Tree Board **August 27, 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 Carter (Chairman), Frank Krens (Recording Sec.), Jacqueline Rapport, Leslie Brabec, Debra Neill.
Town Liaison: Liz Andert

1. **Call To Order** - Chairman Susan called the regular meeting of the WTB to order via Zoom, with a quorum on line at 11:03 am on August 27, 2020.

Tree Board Members in the session were: Susan Carter, Jackie Rapport, Leslie Brabec, and Frank Krens. Town Manager Robert Smith, Public Works Director, Scott Brown, and Town Council Liaison Liz Andert were also in the session.

2. **Public Comment** - None

3. **Approval of Minutes**

June Meeting Minutes – Leslie Brabec made a motion to approve the June 18, 2020 Minutes, Jackie Rapport seconded and they were approved 4/0. There was no July meeting.

August Arbor Day Workshop Minutes – Leslie Brabec made a motion to approve the June 18, 2020 Minutes, Frank Krens seconded and they were approved 4/0.

4. **Old Business**

- a. **Updates** - RFP/RFQ for landscape architect – Jackie Rapport made a motion to table this till the next meeting. Frank Krens seconded and the motion passed 4/0.

5. **New Business**

- a. **Orange Grove Maintenance** – Susan Carter said that the contractor, Jason, weeded the orange grove, and she believes that he fertilized it as well
- b. **Sale/planting of Remaining Trees** – Susan Carter said that she would provide an accurate account of the remaining trees with cost information to Scott Brown and Diane Edwards. Remaining trees will be offered to interested town residents and to the Parks and Recreation Committee. The goal is to get the remaining trees planted.
- c. **Relocate Trailer** – Scott Brown said the trailer will be kept where it can be accessed when needed. Robert stressed that theft is a serious concern in any construction area and the trailer would be at risk if it is parked in the open or where there is easy access.
- d. **Treebute 2021 Re-envisioned** – Leslie Brabec asked whether the Town has funds to support an event, given COVID-19 restrictions and concerns. Robert Smith said funds are

available to purchase trees for give-away. He stated that, per Orange County rules, he cannot approve an event that may result in attendance by over 50 people, or 100 people including vendors, at a time.

Discussion followed on ideas and concerns for the event:

- Maintenance of Tree City status – Robert Smith said we should be able to retain our status through our continued promotion of trees, perhaps a modified presentation for the kids. He offered to contact Duke Energy with a request for them to provide free trees.
- Jackie Rapport recommended that we get token “favors” to interest the kids. Liz Andert said that Healthy West Orange provides packets of seeds for other events and that she would contact their representative, Heather.
- There was consensus that food vendors, sponsorships, T-shirts would not be pursued. There was consensus that the Tree Board should continue to brainstorm ideas and work out logistics for the event.
- Leslie Brabec noted that articles for the Gazette are due by September 18, that she was looking for ideas, and that she intended to put an article together.

e. Farmers’ Market Organization (Item Added) – Robert Smith said that there is need for a new organizer and asked whether we knew anybody who can do it. He stressed the need to retain favored vendors, such as the knife sharpener and orchids and to attract new ones so that we retain a variety and customer satisfaction. This is a paid position with the organizer receiving 50% of the vendor fees with the requirement to spend half of that on advertising. Robert offered to provide a copy of the solicitation used in the past for this position so we can see the requirements and terms.

f. Palm Tree (Item Added) – Scott said that there is no plan to remove the two palm trees near where the Tree Board trailer is parked, cautioned against acting on rumors and unofficial information, and stated that WTB would be notified of any plans to remove trees.

6. Adjourn – Jackie Rapport made a motion to adjourn the meeting at approximately 11:59 am. Frank Krens seconded, and the motion carried 4/0.