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City of Concord
Conservation Commission
Tree Sub-Committee

Minutes of November 22, 2024 Meeting
Council Chambers, City Hall Annex, 37 Green Street

In Attendance:

Subcommittee Members: John Regan, Zib Corell, Craig Tufts, Stacey Brown, Ted Diers (Chair), Steve Winnett, Rick Chormann (Conservation Commission), Tom Daigle, Stefanie Breton, Jim Major

Absent:

Peter Breu, Liz McKinley

Staff:

Beth Fenstermacher, Director of Special Projects and Strategic Initiatives of Community Development, Stephanie McKim, Administrative Coordinator

Mr. Diers called the meeting to order at 8:04 A.M.

Adoption of October 18, 2024 Minutes

Mr. Regan moved the approval of the October 18, 2024 minutes. Ms. Corell seconded the motion. The motion passed by a unanimous voice vote.

2025 Paving Site Visit Follow Up

Ms. Fenstermacher passed out a map of the Clarke Street and N. Main Street areas and proposed tree locations for 2025 street improvements. The committee members walked the Clarke, Engel, and Fisher Street neighborhood as well as the Historic District portion of N. Main Street, and identified potential locations to follow up with, indicated on map. Ms. Fenstermacher updated the list with property information, noting that two homes were not owner occupied, the owners address was elsewhere. Both neighborhoods have a good amount of tree canopy but there is still sufficient need for additional planting.

Mr. Major suggests that any interested property owner information should be reviewed in the spring time with Kevin Demers instead of having them fill out a Sustainable Tree Program application. He gave an update on the Lawrence Street potential locations. Planting was not able to be completed due to time frames, and availability of trees. He is still waiting to hear from one owner; plantings are not suitable on other properties due to space.

- Ms. Fenstermacher will email Mr. Major and Ryan Rambeau the list of potential tree locations. Ryan to review and see if there are any known conflicts.
- Ms. Corell will draft a letter about the tree program that educates residents that the property is a proposed location for a tree and make this separate from the paving communication. This will be done through a door hanger (flyer in bag) and USPS mail. Ms. Corell will forward letter to Ms. Fenstermacher for review.

- Establish committee members that will go out and distribute by hand at next meeting.

Follow ups

Invasive Vines

Mr. Winnett reported he spoke briefly with Steve Duprey. Mr. Duprey recently took ownership of the Holiday Inn, and it will soon be transferring to the Double Tree brand. Mr. Duprey recognized the south east corner need work and have plans to clear out the invasive vines but is interested in this committee's contribution. Mr. Duprey will have a representative reach back out.

Mr. Winnett will be meeting with Jay Richard, Principal at Rundlett Middle School at 4 pm. Mr. Richard expressed interest walking around to examine the bittersweet vines that have taken over the property line fence to come up with activities that would involve the children.

Mr. Winnett is putting together a one-page document for educational purposes on treatment of invasive species, which includes the application of herbicides. Mr. Winnett will be reaching out to Jo Rossavage, Field Specialist, Urban Forestry and Ecology to review what they have already developed.

Councilor Brown will reach out to Concord High School sustainability class to inquire if they may be able to assist Mr. Winnett in the design of the herbicide document and try to connect the two.

Tree Champion Award

Mr. Daigle will be attending another Chamber of Commerce event in December. Mr. Daigle recommends reviewing the Tree Champion award nominations after the beginning of the new year. He will confirm the schedule with regards to an announcement seeking nominations and when nomination link will go live but he believes this will begin in March and end in May of 2025. He will send out a blurb to Ms. Fenstermacher for review and work with Ms. Breton to add the information to the City website.

Mr. Regan suggest having a committee for the Tree Champion award that may consist a couple members of the Chamber or Young Professionals, etc.

Ms. Fenstermacher suggest having the prior year's award recipient be on the selection committee.

Mr. Daigle confirms two representatives from the Tree Committee, two from the Chamber, and the previous year's award recipient would make a well-rounded selection committee.

Ms. Fenstermacher inquires if there should be a sponsor for the Tree Champion award?

Mr. Daigle will reach out to Grappone to inquire if they would like to sponsor this award for a cost of \$100.00.

1 **Self-guided tree tour brochure**

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3 Ms. Fenstermacher suggest this would be a great winter project. This will be added to the agenda for
4 the next meeting.

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6 **Tree “nutrition label” tags**

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8 Ms. Fenstermacher spoke with Mr. Walsh, Deputy City Manager, he had suggested that when the
9 Committee goes before the City Council for the Annual report, talk about the tree tags being installed
10 the end of March through April for the Main Street Plantings. This time frame would coincide with
11 Arbor day.

12

13 **New Business**

14

15 Councilor Brown discussed an idea of a logo design but no progress has been made in the design
16 itself. It was previously noted there is a March deadline for the Farmer’s market.

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18 Mr. Diers will develop the annual report and distribute to the committee members to review and
19 comment. Expects to have the annual report completed by the next meeting in order to present
20 February 2025.

21

22 Ms. Corell inquired about a complete review of all the programs? Mr. Diers recommends a complete
23 analysis of the programs be added to the January agenda.

24

25 Next Meeting: Friday December 27, 2024 8:00AM

26 Meeting adjourned at 8:45 A.M.

27

28 Respectfully Submitted,

29

30 Stephanie McKim, Administrative Coordinator of Community Development