February 5, 2020

Meeting Minutes
Submitted by: Beth Willard

**Meeting Called to Order**
Lilly Lombard, Chair called the meeting to order at 4:32 PM, and announced the audio recording of the meeting.

Members present and absent/introductions:

<table>
<thead>
<tr>
<th>Member</th>
<th>Present</th>
<th>Time if arriving late or leaving early</th>
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</thead>
<tbody>
<tr>
<td>Lilly Lombard, Chair</td>
<td>X</td>
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<tr>
<td>Susan Lofthouse, Vice Chair</td>
<td>X</td>
<td></td>
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<tr>
<td>Molly Hale</td>
<td>X</td>
<td></td>
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<tr>
<td>Jennifer Werner</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Marilyn Castriotta</td>
<td>X</td>
<td>Arrived 4:44 PM</td>
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<tr>
<td>Rob Postel</td>
<td>X</td>
<td></td>
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<tr>
<td>David Lukens</td>
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<table>
<thead>
<tr>
<th>Staff &amp; Visitors</th>
<th>Present</th>
<th>Time if arriving late or leaving early</th>
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<tbody>
<tr>
<td>Richard Parasiliti, Tree Warden</td>
<td>X</td>
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<tr>
<td>Beth Willard, DPW Clerk</td>
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**Public Comment**
- There was no Public Comment.

**Approval of previous minutes**
- Minutes were read by commission members.

<table>
<thead>
<tr>
<th>Motion</th>
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<th>Seconded By:</th>
<th>Vote:</th>
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<tbody>
<tr>
<td>To approve Jan.15, 2020 minutes</td>
<td>Molly Hale</td>
<td>Jen Werner</td>
<td>Yes 6, No 0, Abstain 0</td>
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**Chair Report**
- Suggested guests to PSTC meetings
  - David compiled a list of possible guests for future meetings.
    - The first, Tess Poe, is scheduled for the next meeting.
    - Lilly asked for other suggestions.
- Outreach to PB chair
  - Lilly and George Kohout discussed the consideration of treescapes in the planning process.
  - He will check with the Planning Board about Lilly doing a presentation at a future date.
- Leadership transition of PSTC
  - Lilly’s term ends in April.
    - Starting next week, she will work with Sue (current Vice Chair), to help her transition into the Chair position.
  - Lilly will not be renewing her term as a PSTC member (expires in June).
- A search for a new member needs to be initiated.
- As Sue will be taking over as Chair, a new Vice Chair will be needed.
- Gas leaks education/protocols
  - May 7 has been set as the date for the Urban Forestry Webinar on gas leaks.
  - Nathan Phillips, Bob Ackley, Brandon Schmidt, and Lilly contributed to it.

**Tree Warden Report**
- Lia Toyota
  - The Building Commissioner notified them that they were in violation of their permit.
    - They are required to have a certified arborist determine if the injured trees will live.
      - If not, they must replace them, using the current City tree list.
    - They are required to respond to the Commissioner by February 7th.
- Door hanger
  - Rich and Alicia Purdy created a door hanger to discuss planting a tree in a resident’s front yard/public right of way.
    - When a location is staked, it can be left to inform the resident that a planting is happening.
    - It gives an overview of the tree program.
    - For possible set back locations, they can check the box, and send in their response.
  - The DPW Director is interested in planting trees as part of traffic calming on Clement St., so this could possibly be used for that purpose instead of a formal letter.
  - It is small enough to mail in an envelope.
  - Jen requested a copy to go to Councilor LaBarge before the Ward 6 planting happens.
    - Rich is working with the Director and they will talk with Councilor LaBarge.

**STO updating**
- The subcommittee met January 24, 2020 to work on possible changes.
  - The minutes of the meeting are recorded below:

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2020-01-24, Minutes--Ordinance & Policy Subcommittee of PSTC
Forbes Library, Mezzanine
Present: David Lukens, Lilly Lombard

Meeting called to order 2:30pm

Updating Northampton’s Significant Tree Ordinance:
- Reviewed existing tree protection ordinances in Cambridge, Arlington, Concord; Portland, OR
- Amended “Legislative Findings and Intent” section
- Explored higher protection for groves of trees given their higher ecological function and value
- Explored terms needed to be defined in Definition section of zoning: Tree Protection Plan, Tree Protection Zone, Tree Mitigation, Grove, Significant Tree
- Discussed requirement to save min ⅓ of all trees on lot
- Discussed exemptions allowed in current ordinance—potential for reducing exemptions, especially for NZ building since it may become the norm
- Discussed requiring a tree protection guarantee and having fines for non-compliance

Meeting adjourned 3:40pm

- The STO is a part of the Zoning code (§350-12.3)
- The ordinance only applies when the applicant submits something to the Planning Board.
- The subcommittee proposed reducing the tree size to 10 DBH.
- They proposed that when the STO is triggered, a tree plan would be required as part of the submission to the Planning board.
  - The definition of the tree plan still needs to be worked out.
- They proposed protecting groves of trees, which were defined as 4 or more trees of the same species forming a contiguous canopy, and 10 DBH or larger.
  - Permission to remove a grove would be required from the Planning Board.
  - If a grove was removed or damaged, the mitigation fee would be at a higher rate than for an individual tree (Section B-2).
- They proposed a name change to “Tree Protection Ordinance”.
- They proposed that sites being developed be required to preserve 1/3 of the existing trees.
  - If less than that, the mitigation fee would be at the higher rate.
  - Lilly noted that the justifications for this were also fleshed out (Part A).
- The current STP provides lots of exceptions to required mitigation (affordable housing development, Net Zero, etc.).
  - These exemptions were from an era that was attempting to encourage specific types of development.
  - Members felt these exemptions should no longer apply.
- Under the Enforcement Section (F#4), they proposed the City request a tree protection guarantee deposit, to be returned after all conditions have been satisfied.
  - David added some enforcement actions under it.
- Rich noted that if a developer was in violation of his permit, then the Building Commissioner would be notified, who would only issue an occupancy permit after all conditions were satisfied.
- Under the present ordinance, he does not maintain protected trees, just planted ones up to 2 years.
  - Jen suggested extending this period.
  - Even if a tree is protected, the construction could cause eventual death. There is a need to add some language here.
- Lilly, Rich, David, and Carolyn Misch plan to meet to work on it.
- The Planning Dept. is fast tracking zoning changes for non-conforming lots.
  - The City Council Committee on Legislative Matters meets Feb. 10 to work on it.

Planting Plan Summary
Molly discussed the proposed priority area of ¼ mile radii around Northampton center and Florence center with respect to increasing canopy cover there to 40% or more.
  - Identifying potential planting sites within these 2 areas needs to be done.
  - After the basic area of ¼ mile radius is done, then move to concentric circles of ¼ mile radius around the edge of the initial ¼ mile radius.
  - Lilly pointed out that the current canopy coverage in these areas is about 27%.
  - Molly divided up the ¼ mile radius area into sections, and passed around maps of those sections.
    - They suggested looking at both city and private (within 20 ft. of a ROW boundary) locations for planting sites, using a data collection sheet (also passed around).
      - Lilly volunteered to start on the data collection.
      - Rich was concerned about the timetable, given current PSTC planting commitments for this spring and summer, and suggested it should be a fall project.
  - There was a discussion about the 40% threshold for tree canopies.

**Neighborhood Planting Project**
- Review submitted application
  - A copy, with a spreadsheet of possible planting sites created by Lilly and Kyra Anderson, was attached to today’s agenda package.
  - There were no other applications.
  - This will be a fall project.
    - Rich sent the setback brochure to Kyra.
  - Sue passed around a thank you card to last year’s project neighborhood contact for PSTC members to sign.
- Rich asked if 400 trees was the new yearly planting goal.
  - He also noted the number of unfinished projects that were still on the plate, and his concern about possibly not following through on commitments in a timely fashion.

**Picture Main St. planning process—PSTC input needed**
- Lilly attended the Planning Dept. workshop on re-inventing Main St.
  - She submitted her personal thoughts on the tree canopy (or lack thereof) along the street.
  - She felt the PSTC should make a formal submittal to the Planning Dept. of their ideas.
    - Lilly’s presentation (available on Google Docs) can be used as a base for discussion on the subject at the next meeting.
  - The Planning Dept. on line survey about the project has only one sentence about trees, and there is no comment section.
  - There has been lots of public push back on this project.
  - MaDOT will be funding both the King St. and Main St. redesigns.

**Arbor Day preparations**
- Molly got the plan Rob and Jen created for CDH to Jonathan Slater, along with an introductory letter and contact information.
  - Jonathan had some concerns about the dripline of trees extending over the parking lots.
  - His boss is interested, and hopefully CDH will be on board after reviewing it.
• A quick turnaround is needed.
• Rich has the 19 trees for it on the bare root list.

• The Senior Center is planned as the backup site.
  • Rich and Rob are planning to meet with the director, Marie Westberg.
  • The Senior Center is not in the Environmental Justice area defined for the grant, but it is within an Environmental Justice zone.

• Marilyn sent a request to Laurie Sanders of Historic Northampton about screening *The Eastern White Pine* there for Arbor Day, and is waiting to hear back.

• Rich has ordered the whips.

• David spoke with Gwen Agna at Jackson St. School about the poster contest.
  • Rich reached out to several people he knew at the schools and also emailed the principals.
  • Several suggestions of schools to contact were made, all of which were on the list Marilyn created in 2019.

• Marilyn had suggested an article on volcano mulching in the Gazette last time.
  • Lilly indicated a preference to do an article discussing trees downtown.

• Rich suggested using the every door direct mailer as a talking point when handing out the whips, or tucking into the utility bills.

Poll of meeting times
• Any interest in shifting the regularly scheduled bi-weekly PSTC meeting to any of these windows: 9:30-11 am, or 3:30-5 pm, or 6:30-8 pm
  • David has asked about shifting the time on Wednesdays.
  • There was no consensus on any of the times proposed.

Any other business not anticipated by Chair
• Jen mentioned that she could drop the tree calculator book with Lilly to look at.
• Rich reported that the Mayor was not adverse to a name change for the PSTC, but at present he was focused on other pressing issues, and suggested revisiting it after the override vote.

To Do list
• Marilyn plans to work on the survey of planting locations downtown when the data sheets are available, and to do a follow up with Laurie Sanders.
• Rob plans to review the Environmental Justice overlap with the grant area and to work on pruning.
• Jen plans to review the STO and the proposed changes, to send Lilly a booklet she had on protecting trees during construction, to bring in the tree calculation book, and with Molly, to follow up on the CDH project.
• Sue plans to review the STO language, to work on a personal letter to the Planning Dept. about the Main St. re-design, to do the Main Street on-line survey, to check on the school list email, and to meet with Lilly.
• Molly plans to review the STO, do the on-line survey, and with Jen, to follow up on the CDH project.
• David plans to meet with Rich, Lilly and Carolyn, and to nudge Gwen Agna about the contest.
• Lilly plans to meet with Sue, to nudge George Kohout and Gina-Louise Sciarra about making presentations to their respective organizations, to complete the on-line survey, to meet with Rich, David, and Carolyn, to work on an op-ed piece and have a conversation with the Mayor after the override vote.
Rich plans to meet with Rob and Marie Westberg, to meet about the STO on Monday, to get grant maps to PSTC members, to draft the door hanger & every door direct mailer revisions, to contact Kyra about the neighborhood tree planting program, and to put together the spring tree order with Rob.

Motion

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<td>Marilyn Castriotta</td>
<td>Sue Lofthouse</td>
<td>Yes 7, No 0, Abstain 0</td>
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Meeting adjourned at 6:33 PM.