Meeting Minutes
Submitted by: Beth Willard

Meeting Called to Order
Susan Lofthouse, Vice Chair called the meeting to order at 4:34 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>Absent</td>
<td></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>
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<tr>
<td>Marilyn Castriotta</td>
<td>X</td>
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<tr>
<td>Rob Postel</td>
<td>X</td>
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<tr>
<td>Staff &amp; Visitors</td>
<td>Present</td>
<td>Time if arriving late or leaving early</td>
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<tr>
<td>Richard Parasiliti, Tree Warden</td>
<td>X</td>
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<tr>
<td>Beth Willard, DPW Clerk</td>
<td>X</td>
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<tr>
<td>David Lukens, Public</td>
<td>X</td>
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Public Comment
- There was no Public Comment.

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

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<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 Nov. 6, 2019 minutes as amended</td>
<td>Jen Werner</td>
<td>Marilyn Castriotta</td>
<td>Yes 5, No 0, Abstain 1</td>
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Chair Report
- 1000th Tree Planting November 6th
  - Sue reported it was a great event.
- Neighborhood Tree Planting Program
  - Rob noted that the program had a side effect of creating contacts between neighbors where there had been little or none before.
    - Having an energetic neighborhood person spearhead the effort worked well.
  - Rob noted that the formal application process tended to slow down planting the neighborhood because it is more involved.
    - He feels that both efficiency and momentum is lost in the process.
  - Rich would like to set up guidelines to determine what should go through the neighborhood planting program as opposed to a regular planting.
One suggestion is to set a threshold limit, and if the number of trees is over that, it qualifies as a neighborhood planting project.

What to do with the neighborhoods who applied but were not selected was also discussed.

These questions were tabled for discussion at the next meeting.

**Tree Warden Report**

- 40” Hackberry root damage on Conz Street
  - Rich noted the PST regulations were updated with a sentence added in the 1st paragraph.
  - The contractor responsible will be getting a letter from the DPW, which Rich read aloud.
- Two 9” Norway Maple root damage on Conz Street
  - The resident & contractor said they didn’t know they were Public Shade Trees.
  - The same process will be applied to them.
- Update on Public Shade Tree Regulations
  - Rich plans to do an informational sheet on the Public Right of Way.

**STO Updating Report**

- Dave focused on Portland, OR ordinances.
  - They have fines of $16,200+ for trees the size of the Hackberry on Conz St.
  - The offending contractor also bears responsibility for city costs such as attorney fees.
  - Zoning approval in Portland requires:
    - A tree plan showing existing trees of 3”+ diameter,
    - Location of all construction activities and impervious areas,
    - Trees to be retained and protection measures,
    - Trees to be removed, and
    - Information on new trees to be planted, including the number & species.
  - Dave also noted Portland requires arborists are to register with the city and indicate they have read the tree laws.
  - Portland also has a Heritage Tree category.
    - Their commission nominates trees to the City Council, which then votes on them.
    - The property owner must consent for the tree to be a Heritage Tree, and it is listed on their deed.
  - Replacement of trees is important, and they have a replacement formula for proposed development projects.
- Rich would like a definition of a tree inventory, such as a series of items per tree.
  - Tree inventories here are currently not consistent.

**Fall Planting Report**

- Rob reported planting continues even though it has gotten cold, and might go into December.
  - There are 30 more trees to plant.
  - Total for the year will be about 370.
  - Saturday planting has now been suspended.
  - Trees are brought into a garage with radiant heating overnight to heat the root balls before planting.
Tree Northampton Updates

- Sue reported Alicia is doing a presentation tomorrow to school children, and Sue will be doing one for the Hadley Girl Scouts on Sunday.
- Tree Northampton has been sending out the UMass tree selection for climate change brochure.
- Two student clubs at JFK Middle School are interested in planting trees, which might be a possibility for an Arbor Day activity.
- They also were contacted by the Western Mass. Pollinator group about in creating a pollinator corridor through the city.
- Sue noted that 2020 is the 50th anniversary of Earth Day.
- Rob said that pruning at Village Hill is expected to start Dec. 3.
  - They will be actually pruning trees that were planted in 2016.
  - Sue mentioned that the UMass researcher studying volunteer pruning training has publicized his workshops, and she will forward the information to the PSTC members.
    - The workshops are planned for Dec. 6 & 7 on South St. and Vernon St.

iTree Northampton, winter plans

- Molly has been playing phone tag with Mollie Freilicher for some dates to meet.
  - She found the program was not easy to use.
  - Jen mentioned that she had a little experience with it, and talked about ways it could be manipulated.

Cooley Dickinson outreach and planning

- Molly mentioned Jonathan Slater has replaced John Lombardi at Cooley Dickenson.
  - She emailed him about planting. He responded, asking to meet to discuss the proposal.
    - Molly had some questions about the plan.
      - Possibly before meeting with Jonathan a site visit would be a good idea, and then plan out a proposal to present to him.
      - Molly & Jen had a phone meeting & Jen took questions to Rich and shared his answers with Molly.
      - They plan to meet for a site visit @ 10 AM on Nov. 22nd.

5th Grade Arbor Day Poster Contest Updates

- Sue recently emailed the list of elementary school principals from last year to get the ball rolling.
- Marilyn had some contest materials from Mollie Freilicher.
- Marilyn plans to get her mailing spreadsheet to Sue.
- Sue has some names of groups with access to 5th graders, and she plans to get those to Marilyn.
- Marilyn would like to get together a strategy for a follow up to the mailings.

5-Year Planting Plan Discussion

- Marilyn mentioned the articles that she had forwarded to the PSTC members.
- Climate change impact is happening faster than expected. As climate change is a priority, the subcommittee felt the focus should be on the downtown area.
It was proposed that the 2020 priority be to identify & plant every available site within a ¼ mile of City Hall.

Rob pointed out that without removing existing impermeable surfaces downtown to create new tree pits, there was a distinct lack of available planting sites, and a 40% canopy is not currently achievable downtown.

Jen noted plantings in tree pits have a shortened life, and a way to increase the root area volume is needed.

There are also plans to change the face of downtown, and it would not be a good idea to invest trees in an area where they might be removed within 5 – 10 years.

Rich suggested looking at the edge of the ¼ mile circle around City Hall, look at some of the data points there, draw ¼ mile circles around them, and see what of that might encroach on the downtown area.

- Molly noted that the articles suggested concentrating efforts in areas where there was a near 40% canopy and raising that percentage above 40%.
- Marilyn would like to establish a way of working better with the Planning Dept.
  - The PSTC needs to be involved before the 25% stage of a plan.

**Any other business not anticipated by Chair**
- None mentioned.

**To Do list**
- Sue plans to add a discussion of the neighborhood planting program to the agenda for next time & email the workshop flyer to everyone
- Molly plans to contact Mollie Freilicher about iTree, meet with Rich and Jen at Cooley Dickinson Hospital, and contact Mr. Slater.
- Marilyn plans to send Sue the spreadsheet and also relay the information to Lilly.
- Jen plans to meet with Rich and Molly at Cooley Dickinson Hospital, and talk to Sue about iTree.
- Rich plans to meet with Jen and Molly at Cooley Dickinson Hospital, contact Marie Westberg about planting at the Senior Center, send a letter to the contractor at 51 Phillips Place, and plant.
- Rob plans on planting.
- Dave plans to work on the STO.

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<tr>
<td>To adjourn</td>
<td>Marilyn Castriotta</td>
<td>Sue Lofthouse</td>
<td>Yes 5, No 0, Abstain 0</td>
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Meeting adjourned at 5:57 PM.