

Meeting: Dec 13, 2022, 12-1pm ET

Location: YCS

1. Minutes
 - a. Agenda and minutes need to go through Karyn
 - b. Agenda needed ~2 weeks in advance of meeting to Karyn
 - c. Minutes need to be approved at following meeting via quorum
2. Staggering terms
 - a. Staff liaison notifies committee
 - b. Need 3 people to resign at term and by the end of year
3. Ordinance project next steps
 - a. Starting discussion with Erin and Steve next week
 - b. Beginning discovery phase
 - c. Reaching out to public re tree ordinance
 - d. Define Stakeholders
 - e. Understand sticky points
 - i. E.g. Protection of legacy trees
 - ii. Canopy Increasing
 - iii. Wrt trees, what is the biggest headache
 - iv.
4. List and Prioritize project ideas
5. Tree fund and citizen determination/access process
 - a. Previously, Yarmouth had a volunteer tree warden and would work with land owners to plant a tree
 - b. Currently, list of ~20 community members interested in planting a town tree in the town easement on the street.
 - c. Ideally, town could use a process:
 - i. Request and location
 - ii. Assessment/Determination
 - iii. Funding
 - iv. Planting
 - v. Care plan
6. Update Action List
7. YTAC tree planting recommendations
 - a. Initial planting recommendations and locations:
 - i. Following up on our meeting earlier today, these are the tree and shrub recommendations from Lisa and I for the library, skating pond and Hancock Lumber. After the discussion at our meeting we have adjusted the skating pond recommendation, excluding Sweetgum.
 - ii. Library - we recommend planting two Swamp White Oaks behind the library. One near the end of the parking lot and the other near the antique fountain planter.
 - iii. Skating Pond - for this location we recommend planting two Sycamore trees on either side of the warming hut, each 30' from the building, centered on the building sides.
 - iv. In addition, we recommend planting five Hackberry trees (instead of the previously mentioned Sweetgum). These trees should be planted between the parking lot and the pond, evenly spaced, beginning to the right of the area that is plowed for access to the hut. We feel strongly that in addition to being visually appealing, these trees will provide shade to the parking lot and by doing so will contribute to a reduction of heat island effect. Exact placement for planting should be decided in conversation

with snow removal staff from both the Town and Key Bank. We're confident that the need for snow removal and having trees that thrive can be achieved by ahead.

- v. Hancock Lumber - In response to the question from the landscape architect regarding replacing the existing crabapple trees with Glenditsia, Lisa and I recommend staying with our original recommendations. The plan shared shows nine trees along Main Street, we suggest Black Tupelo and Sassafras, five of one, four of the other. (Three Glenditsia were recently planted at the property next to Hancock, one of our goals is to diversify species throughout town and particularly along Main Street).
 - vi. Additionally at the Hancock space along Maine Street, we recommend underplanting the new trees with Inkberry on the parking lot side of the bed (this will buffer the view of the cars to some extent), and planting Low Scape Mound Chokeberries on the sidewalk side and at the entrance to the parking lot. These have evergreen glossy leaves which will help to retain soil and moisture and will eventually cover the mulch with foliage. We would also recommend adding low growing native grasses to fill in. These plantings are in place of the Heuchera and Hosta shown on the plan.
- b. Need to meet on site to make determinations of planting locations

Meeting: Nov 28, 2022, 12-1pm ET

Location: YCS

- 8. New Member Introductions
- 9. Tree recommendations for Scott
 - a. Scott has been doing some trimming, stump grounds, and removals
- i. High School, Skate Pond, Library
- ii. Scott is keeping removed wood for wood bank, assuming it is appropriate
 - b. Treatment for Elm trees is planned for Spring 2023. Scott will reference a standard list of trees that has been treated historically.
 - c. Crabapple trees need an aeration and pruning
 - d. Tree recommendations
- i. Lisa Small shared updated recommended tree list
- ii. Scott requires recommendations for the new plantings planned at the Library, Skate Pond (possible Sycamore)
- iii. Scott will clarify funding for the plantings
- iv. Scott is planning a pruning project at HMS
- 10. Standards for Tree Protection
 - a. Susan would like to develop town protocol around care for existing trees w.r.t. Building, excavating, digging, development, etc...
 - b. Use examples from past happenings in town to help guide an ordinance
- 11. Rebecca spoke with Concord and Lexington, MA to get some ideas and models for town public communication
 - a. Lexington, MA has a tree plan document.
 - b. Comp plan is kicked off and Lisa S recommended to join the team
- 12. List and Prioritize project ideas
- 13. Update Action List

Meeting: Oct 24, 2022, 10-11am ET

Location: YCS

14. Review Action List

Minutes:

- a. Tree List: there are many lists of trees the only one codified is CBDC List: propose to annotate the codified list, use a green/yellow/red coding, finalize draft for official town
- b. Update on EAB removals from Karyn, not doing a big RFP. Planting most likely won't be an RFP
- c. Tree tags on hold
 - d. Karyn Will do Browntail Monitoring
 - e. Lisa working to connect with Comp Plan

15. Establish Project List

- a. Arbor Day Celebration - Karyn
- b. Planting / Removal intake/tracker - Mike
- c. Develop tree ordinance doc
- d. Update Tree inventory (GIS)
- e. Update CBC doc with approved planting list - Lisa
- f. Develop mission statement and public interface - Rebecca

16. Intake Form(s)

17. Roles and responsibilities slides

Meeting: Oct 12, 2022, 2-3pm ET

Location: YCS

18. 90 Main St

- a. There are major concerns that at least 4 large trees were removed as part of the demo process
- b. How is it decided to remove trees on private property?
- c. Access to property only on main st to preserve roots
- d. What is the process of providing a demo permit and the character based code?
- e.

19. Roles and responsibilities slides

20. Review Action List

Meeting: Sep 26, 2022

Location: YCS

21. Roles and responsibilities slide

22. Planning Board Revision Process

- a. Rebecca suggested that the planning board comments made by the YTAC team needs to reference an ordinance or character based development code/document that defines the relevant pieces.

23. Intake process

- a. Rebecca suggested developing a process to record requests
- b. Rebecca has a google doc process with Frank Knight Foundation that may be able to be replicated for YTAC

Meeting: Sep 14, 2022

Location: YCS

1. Roles and responsibilities slide
 - a. Started identifying area/project leads and will continue at subsequent meeting
2. Planning Board Revision Process
 - a. Current process
 - i. Wendy sends Lisa request for comment
 - ii. Lisa asks for comments from YTAC
 - iii. Lisa consolidates responses
 - iv. Lisa responds to Wendy and shares with Scott
 - b. Questions:
 - i. Timing: When should YTAC be requested to comment?
 - c. Action:
 - i. Request to the planning department that YTAC is notified when a demo site is being permitted. (Susan)
 3. Permanent solution for watering trees
 - a. Move discussion to next meeting
 4. Process for Tree Ordinance
 - a. Ownership; Rebecca agreed to lead the Tree Ordinance Creation Project

Meeting: Sep 9, 2022

Location: RR Park

1. Demolition of garage at trailer park did not take into account the surrounding and the tree committee was not able to contribute to the surrounding treescape.
2. Discussed how tree committee can share comments with Scott. Lisa consolidates comments from members and shared with Scott for review/comment.
3. Hancock
 - a. Primary concern/recommendation is Main Street to replace crab apples with medium trees
 - b. Check whether Ash Trees at Hancock were treated
 - c. Snow storage: recommend to put snow in a place that does not impact the trees.
 - d. Get rid of all invasives on property
 - e. Erosion and grade issue
4. Brickyard Hollow
 - a. Keep an eye on tree plantings
- 5.

Meeting: Aug 10, 2022 @ 2pm ET

Location: YCS

1. Intro
 - a. Team introduced themselves

- b. Ed mentioned that he may have some ideas to fill additional committee members
- c. Tenants Harbor may have a tree warden, rebecca to reach out and connect Scott
- 2. Follow up from wild seed
 - a. Susan reviewed the meeting last week with Wild Seed Co.
 - b. Wild Seed project is a group that encourages the use of native plants in communities
 - c. Project pilot in the works with Wild Seed project with Anna
 - d. Saplings tend to be cleaner because they are not being dowsed with insecticide
- 3. Follow up from Susan / Lisa meeting with Erin regarding tree lists and ordinances
 - a. Susan/Lisa agreed to review other town ordinances with stronger tree advocacy clauses and language.
 - b. Ed asked about whether there is a municipal or state organization that is aware of towns in Maine that have strong tree ordinances that we may be able to utilize
 - c. Rebecca has collected all the places where tree ordinances in Yarmouth and with the intent to create a process for Planning Board and other groups when treescape comes into question.
 - d. Big questions around how are ordinances implemented and enforced within the community.
 - e. The language should be cleaned up to ensure site plan reviews come to the tree committee.
- 4. Substantive discussion regarding process:
 - a. General communication flow
- i. Develop intake form/process to streamline communication
- ii. Susan asked Scott to create a list of items to observe while assessing the impact on Trees while developing a site plan.
- iii. Scott to reach out to Bath and tree warden/committee for templates or processes that are used to assess sites for development.
 - b. Report from tree warden
 - c. Enforcement issue: protocol process
- 5. Watering of trees in Mainstreet
 - a. Karyn said the water truck is being used at the transfer station
 - b. Mike asked about whether the fire dept can help
 - c. How do we build in watering into the planting plan?
 - d. Karyn recommended Eric Street (Dir of Public Works) and Steve Johnson (Town Engineer)
- 6. Town Visioning
 - a. Mike download templates from website to build plans

Meeting: July 11, 2022 @ 10:00am ET

Location: YCS

- 1. Wild Seed project mission to educate and advocate for native trees in urban landscapes
 - a. Where can we get native trees? Which nurseries?
 - b. Figure out ways to incorporate tap root trees into the planning process. Usually, tap root trees need to be planted younger as seedlings.
 - c. Rebecca getting 50 saplings from Pierson Nursery in the fall
 - d. Guest will send list of nurseries to buy trees.
 - e. Fedco bareroot trees are ideal to have trees acclimate to ambient soils
 - f. Directions for caging trees and use of hardware cloth
 - g. Recommend water bags for 2 years and up to 5 years
 - h. 10 gallons per week on new trees
 - i. Ground cover recommended at the base of trees

- j. Best tree marking is still the metal tags. Lisa has information from Bates about alternatives to metal tags to reduce risks of cutting into fasteners.
- k. Tree Stewardship program is an idea to share within the communities.

Meeting: July 11, 2022 @ 10:00am ET

Location: YCS

- 1. DOT dead tree situation (Scott)

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Meeting: June 23, 2022 @ 10:00am ET

Location: YCS

- 1. Hancock Lumber Expansion
 - a. Comprehensive Plan
 - b. Main Street Streetscape Plan
- i. Clarify Street Tree definition (Rebeca)
- ii. Would the Crabapple trees be considered street trees (Rebecca)
 - c. Character Based Code
 - d. Complete Streets
- i. Added sidewalks which provides safe passage for pedestrians
- ii. Check for tree language (Rebecca)
 - 2. Meeting time Confirmation
 - a. 2nd Tuesday and 4th Thursday
 - 3. Tree bags on Hillside
 - a. Karyn is communicating public works and they are on it
 - 4. High School Tree planting
 - a. Rebecca is working with the logistics of unloading the trees at the planting site
 - b. Get a 2 winter guarantee on all plantings
 - 5. Farmers Market Outreach follow up: people love getting native saplings!
 - a. Tree committee good presence
 - b. Rebecca calling nursery in biddeford to talk about future opportunities
 - 6. Need to start building database for Trees
 - 7. Bay Square Presentation, Tina: 10:30 or 1:00 any day
 - a. Rebecca to schedule time with Bay Square team
 - 8. Green Funnel Trap
 - a. Lisa sent email with instructions
 - b. Mike on duty on 4/23/2022
 - c. Rebecca to meet me at Tree with equipment
 - 9. Yarmouth Arts Alliance
 - a. Proposing permanent bird sculptures near
 - b. Rebecca inviting YTAC team

Meeting: June 14, 2022 @ 10:00am ET

Location: YCS

- 1. Finalize Process for PB review -Lisa
 - a. Lisa drafts comments and distributes to team for feedback
 - b. Team is ok with this process going forward
- 2. Review Team Operating Doc -Mike
- 3. MDOT Tree replacement on Rt 1 -Scott
- 4. Sapling distribution project -Rebecca
 - a. 80% of people came to collect their tree donations

5. Ash Tree girdling and trap decision -Karyn
 - a. Time requirement to empty and clean a trap.
 - b. Lisa to tell Jan that we will identify a tree in the Hillside cemetery
 - c. Mike develop rotation plan to service trap, every two weeks.
 - d. Lisa will communicate a time that Jan will install trap.
6. Tree recommendation process
 - a. Develop "pamphlet" to educate interested or identified sites
 - b. Two families will be getting recommendations from Susan and Lisa
7. EAB update
 - a. Started yesterday 6/13 and moved through 50% of the identified trees
 - b. Plan to be finished up by the end of the week
 - c. Found more Ash and injected more than we had identified
 - d. Avoided house on 33 W Elm
 - e. Completed Forest Fall