

# Shepherdstown Tree Commission Draft Minutes

Thursday, August 8, 2024

6:00 p.m.

Town Hall

- **Members Present:** Lori Robertson – Chair, James Dillon, Charlotte Baker-Shenk, Jenny Haynes via call in..
  
  - **Absent:** None
  
  - \* **Visitors:** Austin and Carmen Slater, Dave and Gail McMillion, Linus Bicker, and Mayor James Gatz.
1. **Call to Order:** L. Robertson called the meeting to order at 6:02 p.m.
  
  2. **Approval of May 9, 2024 Draft Minutes.**  
**C. Baker-Shenk - move to approve the Draft Tree Commission minutes of June 13, 2024. No objections noted.**
  
  3. **Public Comment:** None

**4. Visitor's comments:** Linus introduced himself as the appointed Council member to the Tree Commission to be approved by Council at the September meeting.

Other comments are specific to agenda items and are logged in there.

**5. Unfinished Business:**

a. Verbiage for Comprehensive Plan –input from Commission. Refer to Q.  
DONE

b. Monarch Way Station – UPDATE - James suggested maybe doing something with the boulders there to incorporate them in to a garden design. James mentioned the Asters need to be cut back to 18” with Jenny asking for a reminder to help. Can also weed more and the mulch can be refreshed. James thinks 2 bags of mulch should do the trick Leo worked on two of the beds and James suggested we add some coreopsis and bee balm to them.

c. UPDATE - Suggestion to have Bartlett give us a quote to clear the bowl in Rumsey Park with a brush-cutter. Then plant a large White oak (red foliage in the fall) or a Chinkopin Oak and keep the bowl clear. Put a large circle around the tree for water to pool to keep it moist. *Another suggestion is to have a piece of ironworks as a focal point with drought resistant plants surrounding it.*

d. Sage Place – Perennial Wood Sedge for around the trees this fall-how many per tree. There are 9 trees to maintain - we can have Bartlett add these trees to their list of trees to maintain as necessary. *James to send Woody a link to purchase 100 of Wood Sedge for 3 tree wells. Terry is the contact.* Brandon Hayden, owner of Green is Great did a super job of weeding, adding dirt, and mulching the tree wells that needed it. The special dirt was picked up by James. Lori gave the flags to Charlotte to mark the beds that needed dirt. Public Works dropped off the bagged mulch.

James stated the Sedge would run about \$125 per well with 32-50 plants per flat per well. We should become a customer to North Creek or another wholesale center. Keep on agenda.) TO BE PLANTED IN THE SPRING.

A reminder that the sidewalk over some of the beds need some structural work from the original construction that is failing. Charlotte will look into the reaching out to the contractor before contacting public works.

e. Thirty Seasons - Streetfest weeding on German, King, and Train Station. This was done and they came back recently to weed the German Street beds and behind the Market House beds/ Town Hall/China Kitchen beds.

f. Tree Inventory – we need to send the new trees to Bartlett to be added to our tree inventory. ***It was suggested if we could have a computer here to log in trees for the tree inventory on the projector. Need to ask Amy.***

UPDATE - Lori has asked Amy about a computer - no response to date. It was suggested that the street addresses be added to make it easier to find on paper and digitally. It was also suggested that Derek with Bartlett come and do a training for the tree inventory. Lori will ask.

g. Tree Lilac in front of Town Hall – put a plaque “In Honor of Pete Spaulding” . We need to go ahead and order it. Talked about “Keeper of the Trees” on the plaque. Lori will move forward with that through Specialty.

h. Lost Dog tree stump - UPDATE - Garth has planted two non-native Crepe Myrtles in that small bed on his own. The Myrtles are not native and we will hold the discussion for the September meeting for native suggestions.

i. ***Sue Kemnitzer - tags 67, 68, 69 & 70 - Back Alley behind her house - English Ivy and poison ivy drowning on them. Reached out to Bartlett for an update as the homeowner thinks more should be done. UPDATE.*** Lori met with Sue in the alley. Bartlett did come but more needs to be done per Sue. I inquired about the property line as the trees look to be on the her property. I will reach back out to Bartlett.

j. Request - James Butcher - 216 W. German St - front sidewalk - tree roots have spread with sidewalk and curb buckling and uneven - tripping hazard. (Daughter is Janice Huckaby). *Both James and Lori to look. James suggested that the sidewalk could be rolled over the roots, or remove some of the bricks and mulch over.* Have Billy take a look. UPDATE - Public Works looked at the tree and the roots cannot be dealt with on the sidewalk by grinding without killing the tree. Rolling the bricks will put it too high. The tree needs to be removed. Lori has asked for a quote from Bartlett for removal of the Flowering Cherry. DONE

\*\* Per Mayor Gatz - the neighbor would like to see a tree in front of his home next to 216 W. German. Lori to investigate the possibility with Mayor Gatz getting more info. James can make 1 or 2 suggestions.

k. 213 W. German St - Jack and Carol Gelman - options. UPDATE - Public Works looked at the tree for the option of diverting the water away from the base of the tree where it has channeled under the sidewalk and it going into the homeowner's basement. Too much water will be diverted into the street and they don't think even that will solve the problem. Recommended tree removal. Lori has reached to to Bartlett for a quote. DONE

**L. Robertson - move to approve the proposal from Bartlett Tree Experts to trim #50 the Eastern Redbud off of the sign, #175 Lacebark Elm on E. German in front of the Entler, #354 Crimson King Norway Maple on S. Church St., and #222 the Honey Locust at 213 W. German at a cost of \$4875.00. Second by J. Haynes. No objections noted.**

l. Water truck for watering - Lori showed a photo of the watering container that Billy has at the plant the can be used to water the trees. It can be placed on the back of a town truck with a hose extending off of it. Holds 275 gallons of water. James also suggested we get some more water bags for slow release. Any trees need to ne watered through their establishment period.

m. Tree City Bald Cypress - discussed putting it in front of of the Entler in the fall where the dead tree was removed. October is a good month to plant.

n. Trim Honey Locust - Sweet Shop - DONE

**6. New Business:**

a. Amanda Merkel - corner of Duke and High - Sugar Maple limbs trimmed (Viking quote)

**J. Haynes - move to approve the quote from Viking to trim the limbs from the Merkel home. Second by J. Dillon. No objections noted.**

b. Dave McMillion - 206 W. High St - #157 - sap is destroying their cars.

They have changed their mind regarding the removal of the tree. It is a Little Leaf Linden and would like Bartlett to assess it for trimming. It is believed that the aphids stressed the tree creating black sooty mold that could have caused the sap.

c. Carmen and Austin Slater - 100 W. New St (King St side). trim branches on fence and cut vines off tree.

**J. Haynes - move to approve the King St side trimming of branches and to cut the vines off of the Box Elder. Second by J. Dillon. No objections noted.**

d. Cheryl Jones - 104 North Brown Alley - limbs trimmed back - next to Morgan Academy Preschool - think this is on private property. Lori investigated this tree, it is on private property. - remove from agenda. DONE

e. Possible replanting of tree at the top of W. German near 4-way where tree was removed. See above @#@#@#@

f. Tree trim - corner of Church and High Streets by the old Stella home on the left side of Church St. Hard to pull out.

**J. Haynes - move to approve the trimming of the tree on Church and High Streets on the left side of Church St. Hazardous to pull out. Second by J. Dillon. None**

g. Carmen and Austin Slater - 100 W. New St - S/W corner of New and King Cherry - trim limbs off home

**J. Dillon - move to approve the tree limb removal off of their home at 100 W. New St. Second by C. Baker-Shenk. No objections noted.**

h. Barlett/Viking quotes -

C. Baker-Shenk - would prefer to use local contractors and wants to keep this on the agenda.

L. Robertson - Bartlett has consistently come in less expensive than Viking. Both are great companies but we are tasked with saving the corporation money.

i. New member - Linus Bicker is thrilled to be part of the commission. Charlotte suggested we add two people she knows that could be a good fit. One interested person she knows has concerns about how the trees are being trimmed/cut.

Lori - the Charter states that we have 5 members and we have that now with Linus. It was suggested to change the Charter to include 2 more people. Town council has 7 people, Tree Comm. functions fine with 5. If anyone has an issue with the work being done in town, they need to come to the TC meeting to voice those concerns.

j. J. Haynes - need to have Bartlett assess the Birch Tree at the corner of Duke and German from the car accident she was involved in. Lori will reach out.

k. Market House - trim the limbs, thin the canopy to allow snow and sun to pass through, and apply growth regulator - Lori to reach out to Derek

## **7. Maintenance/Misc. - Fall feeding and pest management- 2024**

\* Next meeting September 12, 2024 - 6pm

**8. Adjournment:**

**J. Haynes – move to adjourn at 7:40 p.m. Second by J. Dillon. No objections noted.**

**Minutes respectfully submitted by L. Robertson**