

Tree Advisory Committee

December 8, 2025 – 6pm – Town Hall Room 101

MINUTES

1. Getting organized

- Share introductions
 - Committee members introduced themselves and met Michael Sweeney, a student who is participating at the Town Board’s invitation as an auxiliary committee member
- Review 5 initial committee duties
 - Role is advisory – not making decisions, and not involved in making decisions about management of trees in specific places
 - 5 initial duties – Town Board perspective
 - A. Prepare a list of appropriate and predominantly native trees
 - B. Translate standards for tree planting/maintenance into resources
 - C. Facilitate training for planting, maintaining, and pruning trees.
 - D. Develop a process for tracking landowner contacts and outcomes
 - E. Develop educational materials about trees

2. Selecting short-term priorities

- Review pending Town issues and related audiences in 2025
 - Discussed Town projects to replace sidewalks in the Euclid/Burhans neighborhood and also along 5.8 miles of State roads
- Select priority actions related to the 5 initial committee duties & pending issues
 - Noted that in addition to developing educational materials, the Committee might be well suited to serve as a resource for residents who are seeing issues with trees in their neighborhoods (e.g., spider mites in Norway spruce trees, drought) and to connect disparate concerns to help identify major tree issues.
 - Decided to begin with the development of the tree list, focusing on appropriate (and predominantly native) species, their different growth forms and suitable settings, and which nurseries carry them. The list will be built off a list that Judith F has already compiled. Michael S will synthesize information provided by Committee members into an initial list/document. The final list will likely need to be supplemented by a more focused list that doesn’t overwhelm property owners with too many options. The list will hopefully serve as a launching point for educational materials.

3. Future meeting logistics

- Review committee needs for success
 - A [Tree Advisory Committee page](#) is up on the Town website, and the committee can add educational materials and information to it.
 - David VL will work with the Town IT department to establish an email address that residents can use to contact Committee members, and will distribute email addresses internally so Committee members can communicate between meetings.
- Select Chair and Secretary
 - Judith F agreed to serve as Chair and David P agreed to serve as Secretary.
- Agree on meeting frequency
 - The Committee will meet at 5:30pm on the first Thursday of each month except holidays in 2026: January 8, February 5, March 5, April 2, May 7, June 4, July 2, August 6, September 3, October 1, November 5, December 3. The Committee may shift meeting dates as necessary, with appropriate public notification, and schedule additional meetings as needed. David VL will work with Town staff to reserve Room 101 in Town Hall for these meetings.