

Shepherdstown Tree Commission Agenda

Thursday, September 12, 2024

6:00 p.m.

Town Hall

**Members Present:**

**Visitors:**

- 1. Call meeting to order**
- 2. Approval of Minutes - Approval of August 8, 2024 Draft Minutes.**
- 3. Changes in Commission membership. Review of Tree**

**Commission Ordinance. Review process for setting agenda and recording minutes. Maintenance requests process. Soliciting bids for vendor work.**

**4. Public Comment:**

**5. Unfinished Business**

**A. Tree inventory database – options for accessibility; add street addresses? Add tree changes? Derek/Bartlett offer training?**

**B. Water truck (275 gal) – estimated needs? formal request? create log on watering? Gator bags?**

**C. Status of pending tree work**

1. Carmen and Austin Slater 100 W. New Street – S/W corner of New and King Streets – trim cherry tree limbs off home; trim branches off fence and cut ivy vines off box elder tree (King St. side) – approved by Tree Commission – status unknown

2. Sue Kemnitzer - tags 67, 68, 69 & 70 in back alley behind her house - UPDATE - Bartlett was reached out to; Derek will come on his own time to cut the vines. Need decide if these are town trees.

3. Monarch Way Station at Rumsey– replace boulders for a possible garden design? If so, who does this? The Milkweed area still needs weeding. Asters needs be trimmed to 18”.
4. Rumsey Monument Park – Decide which oak tree to plant -- a large White Oak (red foliage in the fall) or a Chinquapin Oak? (Or piece of ironworks with drought resistant plants around it) Question – would Parks and Recreation Committee take care of clearing the bowl and tending to surrounding area? Or do we need take this on? Watering plan?
5. Lost Dog – fall planting of replacement tree – tree species? Who will talk with Garth/Owner?
6. James Butcher – 216 W. German Street – requested tree replacement for removed tree. Any decisions needed on curb replacement prior to tree planting? Need cut new tree well? Replacement tree species?
7. Amanda Merkel - corner of Duke and High – requested Sugar Maple limbs trimmed (Viking quote?) - status unknown
8. Dave McMillion - 206 W. High St - #157 - trimming requested; quote requested (from who?) – status unknown
9. Corner of Church and High Streets by the old Stella home on the left side of Church St. Hard to pull out. Commission approved tree trimming on left side of Church St.- status unknown
10. Market House Crabapple - thin, cut water sprouts, growth retardant - quote requested from Derek/Bartlett? – status unknown
11. Pete Spaulding Plaque – Lori requested quote from Specialty? The Tree Lilac in front of Town Hall put a plaque “In Honor of Pete Spaulding”. Background: research showed more of a craftsman in everything he did. Changed the wording to “Old-School Craftsman” for the 9x4, dark background with raised silver lettering, with a border with holes to mount.
12. Birch Tree assessment on corner of Duke and German from car accident. Significant bark damage; open to beetles. Quote requested? from who?

13. Tree City Bald Cypress - Can plant in Oct/Nov. Who will plant?  
(James has been keeping the tree alive at home.)

14. Possible replanting of tree at the top of W. German near 4-way where tree was removed. Next steps?

## **6. New Business:**

- a. Redbud in front of JSB – who assess?
- b. Replant tree(s) at top of West Germans near 4-way (Mayor Gatz)
- b. Development of Tree Commission description statement and 2025 goals.
- c. Budget. (FY 25 began July 1, 2024)
- d. Process for requesting/reviewing/tracking vendor proposals and work.
- e. Bartlett August 18 proposal for tree work (most in 2025).

## **7. Parking Lot Items**

- a. Sage Place – Perennial Woods’ Sedge (*Carex woodii*) for around trees Spring of 2025 now that the beds have been weeded and mulched around the 9 trees. When order for spring? From who?
- b. Black gums on Sage Place chlorosis
- b. revisit possibility of tree replacement for 213 W. German St. (Jack Gelman)
- c. Entler elm tree died; unclear why. Access soil? *Nyssa sylvatica* to replace? Or bald cypress?

## **8. Adjournment:**