



Meeting Minutes

Tree Advisory Board (TAB) – Special Meeting

Thursday, 3rd of April 2025

6:30 PM

Virtual via Zoom

1. Call Meeting to Order @ 6:35 pm

2. Roll Call and Verification of Quorum

- A. Jason Shimmel (Chair), present
Claudia Smelko (Vice Chair), present
Leanne Vielehr (Secretary), present
Amy Demeyer, present
Patricia O'Donnell, present
Taylor Thomson, excused
vacancy
- B. Erie Council Liaisons: Brian O'Connor and Emily Baer

3. Approval of the Agenda

- A. Agenda Approved.
 - a) Motion: Leanne
 - b) Second: Claudia

4. Approval of Previous Meeting Minutes

- A. March 2025 Tree Advisory Board Meeting Minutes
 - a) Motion: Amy
 - b) Second: Patty
- B. Jason to send approved minutes to Erie Town Clerk

5. Public Comments

- A. Public Comment:
 - 1) none

6. General Business

- A. 2025 Arbor Day/Earth Day Celebration - April 26, 2025, 10am-1pm
 - 1) Special Meeting on April 1st occurred with TAB, SAB, Tom and Eryka
 - 2) Leanne to update map before next special meeting on April 16th
 - 3) Leanne to create MC script/timeline
 - a) Town needs timeline to print by April 14th
 - b) Include TAB photo
 - 4) Registration is still open
 - a) Open invitation was in the last water bill
 - b) We have tried to keep the exhibitors relevant to Earth Day/Arbor Day
 - c) Currently have 50 exhibitors and 5 food trucks
 - d) Less electric cars this year so more room for food trucks
 - e) April 21st is when final #s are due to the rental company, need to close registration prior to that date
 - f) Leanne to finalize map and vendor assignments together following the 21st
 - g) Boy Scouts will be participating and will arrive at 9am to help exhibitors set up

- 5) Mayor and 4-5 Council members will be participating
 - a) Tom will do a tree planting with Council members
 - 6) TAB Pencils: Claudia reached out to FRP and sent TAB an email with pencil options and pricing.
 - a) Natural wood pencils: 500 for \$240 or 1000 for \$320 – Claudia to reach out to Tom to get 1000 pencils ordered and confirm we can get them in time for Arbor Day.
 - 7) Jason to meet with Tom to confirm we have all our booth items ready a week or so ahead of Arbor Day
 - 8) Ideas for next year: yoga class on the lawn other activities
- B. Tree Talk Newsletter**
- 1) Tom shared a draft of newsletter with Jason and Claudia
 - a) April newsletter will go out on April 15th
 - 2) Next newsletter is June (June 1st deadline, published on June 15th)
 - a) Topics- limbing ROW trees to 8' (Claudia), reminder when to remove tree wrap and tree straps (Amy), Town tree inventory (Jason to ask Tom if he is will to write about it)
 - b) Tree Planting program can be a good topic either this June as a summer activity or in January to promote next years program
 - c) Include a write up about the Catalpa lady
 - 3) Can ask Erie to add an option to Social Media to do an Erie Tree photo contests. Encourage residence to send in pictures of their favorite trees
 - a) Can add favorite resident photo to newsletter
- C. 2024-2025 School Outreach and Tree Growing Kits**
- 1) In-person school visits:
 - a) Highlands Elementary School – April 2, 2025 at 9:30am
 - b) Vista Ridge Academy – April 3, 2025, at 9:30am
 - c) Black Rock Elementary School – April 8th @ 12pm
- D. Tree Rebate Programs**
- 1) No update on participation
- E. 2025 Trees Walks**
- 1) Dot poll – Jason to confirm it's on Tom's to do list
- F. Pollinator District**
- 1) Jason met with McKenzie at SAB. Through Butterfly Pavilion, Erie can establish a Certified Pollinator District town. McKenzie to meet with Tom about putting bee hotels in Town parks.
 - 2) Pollinator surveys have to be conducted twice a year
 - 3) Lafayette is going through process
 - 4) TAB will support SAB's efforts
- G. Bi-Annual Report**
- 1) Patty gave biannual report on March 25th
 - a) Claudia helped advanced slides
 - 2) Include a proposal to add irrigation to Linear Park, we could work with Mike Turner/Historic Preservation to bring more attention to Linear Park
 - a) Emily recommended writing a letter to Town Council recommending installing irrigation for Linear Park and the Canary Trail
 - b) Claudia will start drafting a letter and have a draft ready for our May meeting
- H. Vote for New Member**
- 1) Nathan joined our meeting next week.
 - a) Leanne made motion to recommend Nathan to fill our vacant member position
 - b) Jason seconded the motion
 - c) All for, no opposed
 - d) Jason to let Town Clerk know our recommendation and ask Town Clerk to be invited to Arbor day.

I. *Other business*

1) *Fruit Tree Research – Volunteers to harvest private fruit trees and give fruit to food banks, etc.*

a) *SAB is looking at creating an Erie Chapter*

b) *Erie would need to have volunteers and a few champions to get trained*

c) *Private fruit trees need to have at least 40 pounds of fruit to qualify*

d) *Fruit gets put into 3 categories: food grade, animal grade and compost*

7. Adjournment @ 8:15 pm

A. *Next Meeting: Wednesday, May 14th, 2025 at 6:30pm - In-person at Town Hall Community Room*

Tree Advisory Board