



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes - Final

Tree Board

Wednesday, November 8, 2017

7:00 PM

Community Room

1. CALL TO MEETING ORDER

ROLL CALL

PUBLIC COMMENT AND NON-AGENDA ITEMS

GENERAL BUSINESS

Review & Approval of October 2017 Minutes

Leaf Composting

Thoughts and changes for 11/19 event

School Outreach

Status update - Brian

Exhibit Display / Material

Status update – Sharon

Lectures

Status update - Art

Discussions

MEETING ADJOURNMENT

CALL MEETING TO ORDER: 7:04 PM**ROLL CALL:** Brian O'Connor, Present

Erica Beatman, Present

Kim Tuck, Excused

Rachel Folger, Present

Arthur Henderlong, Present

Sharon Clark, Excused

Leanne Vielehr, Present

Jennifer Carroll, Excused

PUBLIC COMMENT AND NON-AGENDA ITEMS:

N/A

APPROVAL OCTOBER 2017 MEETING MINUTES:

Correction to the spelling of Leanne's name

Motion to approval with corrections: Erica**Second:** Art**Vote:** Unanimous**GENERAL BUSINESS:****Leaf Composting:**

- First day on 11/4 was very successful
- Ended up ordering 2 additional bins, which resulted in using funds budgeted for the next scheduled leaf composting day (11/19)
- Options for 11/19 are to cancel it, proceed with 1 bin only, or proceed as originally planned and exceed budget.
- Art to contact Tom Doyle to find out if the Town will allow the budget to be expanded so we can proceed as originally planned.
- If given the green light to proceed with composting day on 11/19, it was suggested to reduce overall hours to 10am -3pm to give the volunteers time at the end of the day to load any remaining bags of leaves into the bin before it gets dark.
- Advertising - Didn't end up having the electronic message board but seems like it wasn't needed after all. The event was advertised on the Town calendar. Art to ask Tom to ask the Town to put the event on the Town's Facebook page. Art received message on Facebook in support of the event. Those messages will be shown to the Town Trustees in support of making this event an annual thing.
- Staffing - During the 11/4 event, there were times when they were not enough volunteers. Need to assign people specific jobs during their shift. Need 2 people on platform, 1-2 people untying bags and putting them on platform, 1-2 unloading bags from cars, 1-2 people stomping leaves in bin, 1 person to handle empty bags, 1 person as

runner/floater.

- Other volunteers- Boy Scouts were helpful while they were there. In the future could we ask the Fire, Police or other board members to participate? Next year, school organizations like band, etc. could be approached to volunteer if the Town provided a donation to their organization.
- Would be nice to contact farmer who received the leaves and find out if they were useable.
- Next year the budget request should include a do not exceed amount of \$6,000-\$8,000 to accommodate for additional expenses not anticipated.
- Site Needs - Don't need Tree Board education materials, wasn't time/opportunity to talk about it. Things to have again next event: music, canopy, chairs, signs, water/snacks and lunch for volunteers. Is there a food budget for volunteers at these types of events?
- Are there alternative ways to process leaves other than composting? Chipper/mulcher? Art to do research on other methods and companies that might have equipment to mulch leaves.
- Overall the event was a great success and exceeded expectations.

School Outreach:

- How many kits do we need? 3 kits seems like a reasonable place to start.
- Brian to reach out to Michael to get the kits put together.
- Brian drafted a letter to schools about the outreach program. He asked that all board members review the letter and provide any feedback.

Lectures Series:

- Art proposed the following dates and topics:
 - Tuesday, Feb. 20th (Ansel Adam's birthday) - Topic: Emerald Ash Borer
 - Tuesday, March 20th (First day of Spring) - Planting trees: what type to plant, where to plant and how to plant
 - Start at 6:30pm and go until 8pm
 - Hold lectures at the Community Center in the Mitchell Room. Art looking into the rental details.
 - Want to provide cookies and coffee

Exhibit Display / Materials:

- Topic skipped due to Sharon's absence

Policy:

- Erica spoke with Mike and he is happy to come to one of our meetings and discuss the Town's current policies anytime, just need to invite him.
- Erica isn't as concerned about the Town's tree diversity after learning from Mike that Erie is one of the most diverse Town's when it comes to different species of trees but it might it would be good to have the conversation with Mike and get his opinion on the trees planted in tree lawn areas.

MEETING ADJOURNMENT: 7:58PM

Next Meeting

December 13, 2017

Community Room, Erie Town Hall