



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Meeting Minutes - Final

### Tree Board

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Wednesday, November 13, 2019

7:00 PM

Community Room

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#### **CALL MEETING TO ORDER:**

#### **ROLL CALL:**

#### **PUBLIC COMMENT AND NON-AGENDA ITEMS:**

#### **GENERAL BUSINESS:**

Review & Approval of September 2019 Minutes

Motion

Tree Board member opening

Application received

Tree Talk - Winter Care – Oct. 22

Recap

Leaf Composting - Sat. Nov. 9th (rescheduled) and Sun. Nov. 17th

Recap from Sat. Nov. 9th

Adjustments (of any) needed for Nov. 17th

Tree Across Erie

Trees Purchased

Determine dates: when to open sales, pick up days/weekend

Arbor Day

Location, focus/adjustments

Marketing efforts

Future items for discuss:

School Outreach in spring

#### **MEETING ADJOURNMENT:**

CALL MEETING TO ORDER 7:00pm

#### **ROLL CALL**

Leanne Vielehr, Present

Brian O'Connor, Present

Open Position, Present

Kim Tuck, Absent

Rachel Folger, Absent

Arthur Henderlong, Present

Sharon Clark, Present

#### **PUBLIC COMMENT AND NON-AGENDA ITEMS**

Leanne attended some of the Town Center events. Exciting information.

Will be posted on the Town Center webpage.

**APPROVE September 2019 MEETING MINUTES**

**Motion:** Brian  
**Second:** Leanne  
**Vote:** Unanimous

**GENERAL BUSINESS****Tree Board member opening**

Application received. Leanne wants to talk to the board about how we fill it. Should we set a deadline and advertise then make the decision at that point?

Brian – make deadline end of November and we make decision during the December meeting. We then discuss then make recommendation to BoT.

Leanne will reach out to Jessica Koenig and request a deadline. We will discuss again in December. If need to discuss over email, Leanne can print out the application and drop off at Kim's for his review.

**Tree Talk****Winter Care – Oct. 22**

Much smaller turnout than in the past. Could be advertising issue or difficult night for people to meet. Brian usually tries to post these on Facebook and Nextdoor. There was an advertisement on the door of the community center but no posters. We also didn't see the level of advertisements as in the past.

We need to beef up the website information on these topics, which would also benefit from a recording of the talk. Maybe also offer common talks every couple of years. More advertising needed as well. Always goes back to marketing. Can we get the branding, fonts, etc so we can make the posters? Who does the printing? What is the chain of command now that staff has changed over to get posters designed, printed, and distributed?

Would help to have a talk with Patrick Plummer, Town Forester, about what to do with these Tree Talk concepts and his vision. Should we get outside speakers on occasion?

**Leaf Composting**

Sat. Nov. 9th (rescheduled) and Sun. Nov. 17th

First date rescheduled due to weather. ~75 bags were dropped off before the event started. People are still going by and dropping off their leaves. Nice to see that people are participating between the events. Not a lot of grasses, pumpkins, twigs, etc. Clean loads.

Adjustments – need port-a-potty, and less coffee. Water would be helpful.

Art will fix the signs. After setup, everything is straightforward.

Number of volunteers:

1 well-positioned in front

5 inside

Do we want to meet with the Sustainability Board on how to move forward and suggest the town take the event over? Should push it forward as two boards, not just one of the boards. Should also involve someone in the Parks and Recreation department because we'd like to use that facility.

Tree Across Erie

Trees Purchased

Determine dates: when to open sales, pick up days/weekend. Art talked to Tasha Reynolds – we need to have Patrick's input. Tasha says it takes 6 weeks to set up the program.

New Sustainability Manager should be available to meeting in December and can help guide us.

Would like to use the service center for the Tree pickup.

Arbor Day

Should figure out with Patrick and Mike on where they'd like to have it.

Opportunity to try different formats. Tree plantings, demonstration events, etc. People who bought the trees from the tree sale program – we could show them how to plant. Trainings.

Can sell any spare trees from the program as well. Replace park trees that were lost.

Should we have exhibitors? Tree related only, if any.

Do we want to allow sales from exhibitors – Trees?

Possibly planting tiny tree seedlings that are native/low water to see which ones take well without irrigation in open space areas or up on the hills – cottonwoods or pines for example - get kids to help out. If the local park doesn't have open space nearby for this – the plantings could be done the afternoon of the Arbor Day event or early in the morning. Need to take flood plain regulations into consideration.

Check with parks department. Brian will send email to see if the Parks Department has decided where the event will occur. Crescent, Lehigh, or other.

Marketing – beneficial to be more involved with marketing on our own. Once the packet is made, we all put out the same info in as many locations as possible. We should time our Facebook blasts to be more often – two weeks out, one week out, 3,2,1 days out. One or two people should be in charge of marketing each event. Everyone responsible for commenting on the posts to keep them active. Given the Sustainability Board will be doing their own thing this year, we will just bill this as an Arbor Day event (only) with no Earth Day component.

Craft truck vendor? Again need to determine if we allow stuff to be sold. Could also figure out what it would take for her to show up for 2 hours and buy the supplies for it – flat fee.

Brian will request Mike/Patrick to meet with us in December to discuss Arbor Day.

**MEETING ADJOURNMENT 8:07 P.M.**

Next Meeting  
December 11, 2019, 7:00pm  
Community Room, Erie Town Hall