

CITY OF CAMDEN PARKS & TREES COMMISSION
MEETING MINUTES – January 7, 2014

Members Present: Deborah Davis, Sue Truesdale, Jane Miller and Cheryl Major

Members Absent: Al Reed and Susan White

Staff Present: Liz Gilland, Urban Forester

NEXT MEETING: February 4, 2014 @ 2PM (meet in Training Room downstairs at City Hall and then depart for field trip of the Parks)

The meeting was opened at 4:10PM by Deborah. The minutes from the October 2013 meeting were reviewed. The following corrections need to be made 1) add MJ as being in attendance at the meeting and 2) It was mentioned that perhaps the Margot Rochester Landscape Award program should go to an every-other-year schedule as concerns arose about getting repeated nominations and the challenge in seeking new sites to be nominated. A motion was made to accept as revised, it was seconded and all approved the minutes.

CITY UPDATE:

City Tree Crew Work – Done until next fall.

Tree Contract Work – Done.

Christmas Decorations – In the process of taking down and packing away.

Tennis Court improvements at Rectory Square – Rehabilitation of cracks and ‘bird-baths’ have been completed.

Tree removals – The Leyland cypress at Hampton Park is dying due to too much soil moisture from summer rains. It will be removed in the coming months.

Haigler Lane – Paving improvements and landscaping done.

Tree City USA – The application for recertification for 2013 has been submitted. The first criteria is maintaining a tree board or department to address tree issues and management. The second criteria is to maintain an active public tree care ordinance, which designates tree management responsibilities and outlines tree management. The third criteria is to maintain a community forestry program with an annual budget of at least \$2 per capita. The City has *averaged* \$60.00 per capita. This includes expenditures for tree planting, watering, removing, pruning, Arbor Day and city staff. However, the largest public investment falls under utility line pruning. Over the past three years, tree planting by the city has remained steady at 60 trees in 2011, 70 trees in 2012 and 65 trees in 2013. Non-utility line pruning has varied from 55 trees in 2011 to 125 trees in 2011 and 152 trees in 2013, but we still have a long way to go in this category! Tree removals have also remained somewhat constant at 86 in 2011, 65 in 2012 and 55 in 2013. The fourth criteria is to observe and proclaim Arbor Day.

Commerce Alley Improvement Project – Will be reviewing design and making adjustments to the plan in January. Hope to have ready to bid in February.

MaxWay lot – RFPs have been sent out and are due back in late January(?). The City is accepting written public input regarding future use of the lot. The MaxWay property is approximately 13,000 square feet and measures approximately 65 feet wide by 200 feet long. Proposals should include (1) a project description and (2) a sketch plan for the proposed configuration of the project. Respondents

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should include information, such as name, mailing address, phone number, and indicate if respondents are a current city resident. Proposals will be evaluated by the MaxWay Property Development Committee beginning February 2014. Proposals are due by January 10, 2014 to the City Clerk's Office.

LaRoche Property – The City will be providing shrubs and trees this month for planting along the edges of the water/sewer easement on Dr. LaRoche's property which extends between Kirkwood Street to Ancrum Road. The plantings will fulfill the terms of the easement agreement. Liz will be visiting a native plant nursery to select and purchase the plants and then get one of the local landscapers to install the plants before the end of the month.

Website page development – Liz reported that there is now comprehensive information on the city's website about the community tree program. This information includes but is not limited to: a general introduction, the public tree ordinance, tree inventory, Tree City USA, tree care, tree exam request form, tree permit request form and tree species selection & planting list.

OLD BUSINESS

Arbor Day review – All went well. Liz stated that tree seedlings need to be ordered in July or August so that we get the preferred containerized species. A potential site for next year may be a tree dedication at the former MaxWay building site, depending on what is decided for the property.

Leaders Legacy Benches review – All the ceremonies went fairly well. Liz said that she and Caitlin Corbett, Assistant to the City Manager, need to develop a set of operating guidelines to further clarify the role and responsibilities of city staff and Council once the nomination is approved regarding the planning and hosting of the dedication ceremonies. In addition it was mentioned that comments compiled in September regarding the program had not yet been submitted to Council. It was suggested to email the document to the group so everyone could review it and suggest any revisions before it was forwarded. Deborah will email to Liz who will distribute.

Other – Mary Sue wanted to know the status of the bollard placement in Kirkwood Park. Liz said that she didn't know but would follow up with the Parks Dept. to see that they are installed by summer. She also mentioned that the tree canopies along Fouts Street between Monroe and Tillman Streets get overgrown during the summer months. Liz suggested that they get together early summer to look at the street and see what kind of vegetation control can be performed.

NEW BUSINESS

Park sign installation – The Parks Dept. will be working on getting the parks signs installed before spring. Liz procured the signs last July. She asked if any of the Commission members had any preference on the sign locations for each park. The group agreed to let city staff handle it.

Margot Rochester Landscape Award – Deborah reminded the group of their discussion in October about the possibility of changing the program to an every-other-year cycle. After a brief conversation, MJ made the motion that the program move to an every-other-year cycle, Jane seconded and all approved.

Review of Parks – Liz said that she'd like for the group to take a field trip to all of the Parks in order to assess future needs and improvements as budget time is just around the corner. A tentative date of February 4th at 2PM was set to meet and drive around the city.

Tree Planting List for 2014 – Liz began compiling the location and qty list for planting sites. There are up to approximately 30 potential sites so far.

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Camden Tree Foundation – Al is new President. Liz has met with Al to discuss potential plantings and will meet with the Board on January 27th to discuss further. Potential ‘group’ sites include Mill Street, Campbell Street, Broad Street, northeast quadrant of Monument Sq., the Amtrack train station entrance and/or a vacant lot at the corner of Broad and Bull Streets.

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With no further business, the meeting was adjourned at 5:20p.m.

Respectfully submitted by Liz Gilland, Camden Urban Forester

Approved