

BERTHOUD TREE ADVISORY COMMITTEE

September 2025 Meeting Minutes

1. Call to order:

Kathy Mitchell called the meeting to order at 5:33 P.M. on Monday, September 15, 2025.

2. Roll Call:

1. Kathy Mitchell – Chair – present
 2. Hannah Daniels – Vice Chair – absent
 3. Randy Niece – Secretary – absent
 4. Daniel (Danny) Buendia - present
 5. Lynn Larsen – present
 6. Richard (Rick) Kurcab – present
 7. Amy Lentz – present
- Quorum – 5/7 in attendance
- Sean Murphy – Town Liaison – present
 - Paul Furnas – Town Forester & Open Space Supervisor – present

3. Approval of Minutes from August Meeting:

- A quorum was available. Kathy moved to approve notes. Seconded. All voice approved.

4. Public Comment or Non agenda items:

- a. There were no public comments.
- b. Danny wanted to discuss neighborhood watch for trees on the tree inventory.
 - 1) Report a concern to town clerk, trees that could become hazards.
 - 2) Nominating a town tree.
 - 3) Amy suggested survey from website to report tree problems.
 - 4) Paul pointed out the town website already has “Report a Concern” that is working.
 - 5) Sean suggested a link in the Report a Concern page to the Forestry webpage.
- c. Sean pointed out town board meeting tomorrow night regarding PORT committee priorities discussing the future parks and Arboretum. Meeting starts at 6:30pm.

5. Discussion Items:

- a. Oktoberfest Volunteers
 - 1) Public comment - none
 - 2) October 4th, Saturday 10-6. Paul will send out query for times and noted that master gardeners are joining the team. Paul has an updated Arboretum design to post.
- b. Calendar Progress
 - 1) Public comment - none
 - 2) Rick said we have 5 members voting sheets or he could hand off to someone else.
 - 3) We need to get the design and printing going by mid-October.
- c. 4th Quarter Social Media Posts
 - 1) November post last year had design guidelines
 - 2) October will be tree wrap.
 - 3) November post he needs suggestions.
 - 4) December winter watering. Amy said it also applies to fall watering.
 - 5) Kathy suggested when to untie trees from posts.
 - 6) Rick suggested mulching before the winter cold hits.

6. Staff Report:

- a. Paul provided an update on staff completed and ongoing work.
 - 1) Hillsdale nursery planting (bald cypress).
 - 2) Main street pot plants have been replaced.
 - 3) Planting at Rec Center with perennials.
 - 4) Dog park replacements, 3 each. (London plains are succeeding).
 - a) Irrigation was added to these trees which adds to success.
 - 5) Brandon had his last and fourth tree walk this past week.
 - 6) Tree inventory, Paul is working with Neighborhood Services about pointing out dead trees in the ROW and Open Space to HOA's.
 - 7) Sean reminded committee about tree interviews next week 9/22/25 at 6pm.
 - 8) Paul expressed thanks to Amy and Lynn for their long service on the committee.

7. Adjourn:

- Kathy adjourned the meeting at 6:14 P.M. on the 15th day of September 2025.

Next meeting is scheduled for **Monday, October 20th, 2025, at 5:30 pm**

Signature:

Randy R Niece

For BTAC 10/22/25