1. **Call to order:**
   Toni Baker called the meeting to order at 5:00 P.M. on Monday, November 20th, 2023.

2. **Roll Call:**
   1. Toni Baker – Chair – present
   2. Amy Lentz – Vice Chair – present
   3. Randy Niece – Secretary – present
   4. Lynn Larsen – present
   5. Kathy Mitchell – present
   6. Hannah Daniels – attend via Zoom, join 5:23 pm. She can listen only as room speakers not working.
   7. Richard (Rick) Kurcab - present

   Quorum - 7/7 either in attendance or via Zoom
   - Sean Murphy – Town Liaison – present
   - Paul Furnas – Town Forester & Open Space Supervisor – present

3. **New officer appointments to the Committee.**
   a. Introduction of new member, Rick Kurcab. All members reintroduce themselves and background.
   b. New Officers nominated and voted on
      1) Chair: Randy nominated Kathy Mitchell. She accepted. Lynn 2nd. All in favor-Aye.
      2) Vice chair: Toni nominated Lynn. He accepted. Kathy 2nd. All in favor-Aye.
      3) Secretary: Toni nominated Randy. He accepted. Amy 2nd. All in favor-Aye.
   c. Toni explained the nominations were to have been held during Sept. meeting. Officers serve for one year. In Sept. 2024, new officers will be installed.
   d. Meeting time adjustments: All agreed to remain at 5:00 pm
   e. Meeting date adjustments:
      1) Jan. 15, 2024 is MLK holiday. Agreed to move to Jan. 22.
      2) Feb. 19, 2024 is President holiday. Agreed to move to Feb. 12.

4. **Approval of Minutes from October 2023 Meeting:**
   - Motion for approval as-is made by Lynn; seconded by Kathy. Approved by all.

5. **Public Comment or Non agenda items:**
   a. Non-agenda – Hammond Farm new town purchased trees.
      1) Randy questioned if Hammond Farm will wrap new trees along Berthoud Pkwy. Paul will follow up.
   b. Non-agenda – Tree Watering during dry spell
      1) Amy wanted to remind everyone to water trees as we’ve had no moisture for the past 2 months.

6. **Discussion Items:**
   a. Tree City USA Application (No public present for comment)
      1) Paul will be attempting to get the Growth Award again this year.
      2) The organization will need the name and contact information for the new chairperson.
   b. Waggener Arboretum Final Plan Review (No public present for comment)
      1) Sean commented that the Town Board is looking at adding a crosswalk across Berthoud Parkway.
      2) Sean commented that construction may be phased to do north (ag part) later.
3) Randy asked if there will be a physical barrier between the school grounds and arboretum. Paul will check as school grounds maintenance may interfere with Arboretum maintenance.
4) Paul thought water would be drawn from the pond to irrigate. Some may dump to canal for flow.
5) The gravel lot on the north side is not going to be paved.
6) Lynn pointed out current Waggener Farm sign at Mountain/Berthoud Pkwy will either have to be relocated or incorporated into the design.
7) Randy suggested “Coming Soon” sign at corner of intersection. Sean will look into doing it.

c. New Tree Cost Share Program discussion (No public present for comment)
   1) Paul presented the draft of the application.
   2) The previous program was discontinued due to abuse by the developers.
   3) Comments from members as follows:
      a) Provide a package of information on how to properly plant.
      b) Should include contract language that if tree dies, another replacement is responsibility of homeowner.
      c) Code requirements for 2" force Balled and Burlapped (B&B) tree be provided.
      d) This size was included to force developers to put in better quality trees, not toothpicks.
      e) Rather than change code, could include a variance for homeowners down to 1 ¼" size.
      f) If code change needed, Sean pointed out Anne Johnson changing code now.
      g) Budget for program questioned. Paul could use the $20k he has now for this purpose. Amy pointed out this would be 50 trees at $400 limit.
      h) Could add a warranty exclusion that if the tree being replaced is still under builder warranty, that should be pursued first. Limit replacements to 1 per year or 1 per 2-year period.
      i) Randy suggested the 2" size should clarify that this is Diameter Breast Height (DBH).
      j) Add comment at bottom of application that for any questions, consult the town arborist.
      k) Add comment that by signing, acknowledge tree is in good condition.

7. Staff Report:
   a. Paul provided update:
      1) At the new Bike Park, the town has spade planted 5 new Blue Spruce about 20' tall.
      2) His crew has been busy putting up the Christmas lights and finish wrapping trees.
      3) Paul was told of the recent discovery of Emerald Ash Borer found SW of Berthoud. Discussed wood disposal with contractor who reported it. Amy pointed out the bug is 1 ¼" long so if 1" chips made, should kill infestation. Also, if spread thin, upcoming freeze should kill them.
      4) This month and into December Paul will be working on the Tree City application.
      5) Paul showed the ISA website and brochures that could be purchased for handouts at events.
         - (https://www.isa-arbor.com/store/category/41/) Hold Ctrl key and left mouse click to open.
   b. Sean provided update:
      1) The city budget is being finalized now. It includes a new truck and technician for the Forestry Dept for 2024.
      2) If the TAC needs to purchase anything, the request should be presented to the Trustee’s.

8. Adjourn:
   • Toni adjourned the meeting at 6:57 P.M. on the 20th day of November 2023.

Next meeting is scheduled for Monday, December 18th, 2023, at 5:00 pm.

Signature:

[Signature]

for the BTAC 12/23/23