

Haverford Township Shade Tree Commission

Meeting Minutes: Monday, January 27, 2019

Meeting took place at the Township Municipal Building.

Meeting called to order at 7:30 p.m. by Mark Pennington

Committee Attendees: Mark Pennington, Paul Davit, Doreen Saar, Jonathan Alderson, Andrew Mink, Ryan Herlinger, Joseph Celia (Township)

Absent: David Schneck

Discussion:

1. Welcome!

- Newly appointed commissioner* Andrew Mink welcomed, given a brief overview of the Shade Tree Commission's mission. Andrew introduced himself and provided some background. Arborist, tree enthusiast, specialist regarding utility/power considerations.

** Joe Rastatter's 5-year term ended 12/31/2019.*

2. 2020 Officer elections

- Mark Pennington elected Chair. Paul Davit elected Vice Chair. Ryan Herlinger elected Secretary.

3. Developer plans for review

- Mark noted that there are no plans to review for January. Development on Glendale Rd and other locations likely to result in plans in the next few months.

4. Meeting Minutes

- November 2019 Meeting Minutes approved. No December minutes (meeting cancelled due to holidays).
- Ryan to send PDFs of most recent minutes to the Township (Christina Mann) for upload to the Shade Tree web page.

5. Code updates

- Mark reviewed status of our proposed changes to the code.
- Currently, it appears that changes to the updated code may be minimal. Change of 24" caliper to 30" (Heritage Tree width) was one possible change that is being discussed by Township Commissioners. A public meeting re: changes may be necessary.

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- Doreen noted that, once approved, there should be an effort to educate developers, Township Commissioners, and other stakeholders re: 2020 code updates. The creation of a cheat sheet was mentioned.

6. Budget

- Mark announced that the proposed increase of the Shade Tree Commission budget from \$5,000 to \$7,500 had been approved. This, in addition to the potential income from a Shade Tree Fund (part of the proposed code updates) will allow the Shade Tree Commission to increase the number of trees that can be given away during Spring/Fall Tree Giveaways* and through Tree Tenders.

** 50 trees were given away during the Fall 2019 Tree Giveaway, with a budget of \$2,100.*

7. Tree Giveaway(s)

- Discussion regarding dates, tree quantities, types of trees, process improvements (vs. Fall 2019), etc.
- It was agreed that we will plan for two Tree Giveaways in 2020 (Spring and Fall).
- Saturday, May 2 is the tentative date for Spring 2020.
- Goal is to give away 75 trees and 75 saplings (either as companion trees or stand-alone giveaways based on personal preferences of public)
 - Andrew spoke to the benefit of saplings vs. larger trees. These include better root development, longer life span, larger growth, greatly reduced cost. Disadvantages were noted as increased need to provide long-term protection (vs. mowers, children, etc.) and reduced interest by public due to size, required maintenance, etc.
- Jonathan agreed to again work with Tree Authority in Bucks County to coordinate the selection, purchase, and delivery of trees. Ryan to work with Township to handle site logistics, and Joe Rastatter to be contacted re: his successful 2019 process for publicizing and promoting the giveaway. It was noted that the submission deadline for the Spring/Summer Township newsletter had already passed.

8. Coordination and communication with the Township

- Mark noted that he had spoken with Dave Berman regarding the Shade Tree Commission's interest in better coordinating with the Township (Public Works, Parks and Recreation), Tree Tenders, and other entities re: tree plantings, removals, etc., in 2020.

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- Goal is to develop a formal plan or process to ensure better coordination of planting efforts, tree removals, resources, annual goals, etc.
- Brian Barrett (Parks and Recreation) is expected to provide Mark with a comprehensive list of Township parks, timeframe unknown. List may include a total number of trees that each park could sustain (TBD).

9. Comprehensive Tree Plan

- The group discussed the possibility of developing a comprehensive plan to help maximize tree coverage in the Township parks and/or public land. This project would likely be based on new documentation that would make use of existing materials from the Township, in combination with new data regarding current tree coverage, available space, topography, lines-of-site considerations, water runoff, tree species, tree health, local/public input re: plans for tree work, etc.
- Jonathan noted he would look into publicly accessible maps, aerial photos, and data to support this effort. Andrew noted that he would personally visit some parks and make notes regarding tree placement and coverage. Andrew also noted that he would create shareable Google-based documentation for storage of information and documents.
- It was noted that developing sample material (maps, tables, data, photos, etc.) for a single park might be advisable, and once approved, this could be used as template for documentation regarding all parks. A single comprehensive report could be an objective for 2020. Nothing formally agreed upon or approved yet.

10. Annual Report

- Paul agreed to take responsibility for the 2019 annual report.

Next Meeting – February 24, 2020

Shade Tree Meeting Minutes

Monday, February 25, 2019

In Attendance: Joe Rastatter, Joe Celia, Paul Davit, Mark Pennington, David Schneck

Absent: Doreen Saar, Jonathan Alderson

Next Meeting – March 25, 2019

Shade Tree Board Elections and Personnel Changes

- Mark Pennington will serve as Committee Chair for 2019
- Paul Davit will serve as Vice Chair for 2019
- Joe Rastatter will serve as Co-Secretary
- Doreen Saar will serve as Co-Secretary
- Kathy Grentzenberg has left the Committee
- Jonathan Alderson has joined the Committee
- Paul Davit will complete the Annual Report

1200 Ellston Road - (Presented by Ed Gallagher / Ormond Properties)

Plans were approved with the following changes:

- The October Glory near the front steps of the existing building should be replaced with a Swamp White Oak.
- The Swamp White Oak near the driveway of the new property will be replaced by an October Glory.

1417 Fairview - (Presented by Ed Gallagher / Ormond Properties)

Plans were approved with the following changes:

- Replace the October Glory in front of Home #1 with a Swamp White Oak and change the planting location. New planting location should be set back away from the large 50 inch tree.
- For Home # 2 replace the October Glory with a Red Oak.

924 E. Haverford Road (Pets First Vet Center) – (Presented by Dan Meier / Site Engineering Concepts)

Plans were approved with the following changes:

- Replace the 5 Hackberry Trees along Haverford Road with 3 Honey Locust and 2 Seedless Sweet Gum.
- Replace the 8 Honey Locust that rim the parking lot with 4 Hackberry and 4 Zelkova.

217 Walnut Hill - Preliminary Review of this site because they arrived too late.

The Committee made the following recommendations to the developer:

- Resubmit these plans with 2 sets of drawings. First set should show the existing site with clear indication of trees that plan to be removed. The second set should show the proposed plantings with a clear indication of where each new tree will go.
- The Committee applauded the tree inventory provided, but feels the developer is confused about what is a tree protection zone (and what isn't).
- The tree inventory noted several trees as being a hazard. The Committee would like to see a note from an arborist indicating this.

Haverford Township Shade Tree Commission

Minutes of Monday, March 25, 2019

Meeting took place at the Township Municipal Building.

Meeting called to order at 7:30 p.m. by Chair Mark Pennington.

Committee Attendees: Paul Davit, Ryan Herlinger, Joe Rastatter, Doreen Alvarez Saar, David Schneck, Joseph Celia for the Township.

Absent: Jonathan Alderson

Others: Joe D'Orazio, Terrador Penn LLC; Tony Morinelli, Mill Road

1. Approved Minutes of February 25, 2019.
2. Reviewed plans for 217 Walnut Hill. Developer D'Orazio resubmitted plans (which had arrived too late for February meeting). Several suggestions for changes were made: a) switch the street trees to 2 maples and one red oak; b) add 2 red oaks and 2 ornamentals. Because the developer could not meet the balance of the tree inches needed to comply with the statute, he volunteered to donate the remaining tree caliper inches of 21 additional trees or (63 inches) to be used at the discretion of the Township.
3. Met with Tony Morinelli of Mill Road. He wanted to bring the Committee's attention to the poor condition of Karakung creek and asked for suggestions/ discussion with the STC about ways in which STC could help. STC members were enthusiastic, offered suggestions but STC could not act as on this issue at this time.
4. Welcomed Ryan Herlinger new appointee to STC.
5. Suggested that a review of Township Statutes relevant to the work of STC would be appropriate for next meeting. Doreen, who has developed a working copy, will distribute these to members for discussion at the next meeting
6. Worked on plans for tree giveaway. There will be a reduced number of trees. Everyone on the Committee volunteered to help on the project: Joe R will work on marketing; Mark will work on dates and distribution; David will find a source for trees; others will fill in as needed.
7. As part of the required replacement for the golf club project, Merion Golf Club will place new trees on the Ardmore Avenue Bridge.
8. Next meeting will be April 22.

Respectfully submitted,

Doreen Alvarez Saar, co-secretary

April Shade Tree Meeting Minutes

Meeting held on April 22, 2019 in the Township Building

Attendees – Joe Rastatter, Doreen Saar, Paul Davit, Mark Pennington, Jonathan Alderson, Ryan Herlinger, and Joseph Celia (Township Representative).

Absent – David Schneck

Meeting was called to order by Board President Mark Pennington at 7:30 PM.

- March Minutes Approved
- Annual Report prepared by Paul Davit was Approved

Plans reviewed:

Republic Bank - Corner of Darby and Eagle Roads

The Commission recommended the following changes.

Suggested Street Trees:

- 4 Red Maples
- 4 Rotundiloba (Seedless Sweet Gum)
- 1 White Oak on Eagle Road

Note : The Commission requests that these trees be staggered throughout the property

We also request the developer consider planting a taller shrub along the edge of the property that adjoins the alley way.

The Commission had an additional question about the plans. We are unsure of what appears to be a mound at the corner of the Alley Way and the adjacent building. We are asking the developer to clarify.

Additional Discussion:

The Commission discussed proposed logistics and marketing ideas for the Fall Tree Giveaway.

We also discussed Township Ordinances that should be modified to better align with the Commission's goal of improving the tree canopy in the Township.

Next Meeting – Monday, May 20th is being proposed because our normal meeting on the 4th Monday is cancelled because of Memorial Day.

Haverford Township Shade Tree Commission

Minutes of Monday, July 22, 2019

Meeting took place at the Township Municipal Building.

Meeting called to order at 7:30 p.m. by Chair Mark Pennington.

Committee Attendees: Paul Davit, Ryan Herlinger, Joe Rastatter, Jonathan Alderson, David Schneck, Joseph Celia for the Township.

Absent: Doreen Saar

- Approved Minutes for **June 2019**.
- Reviewed plans for **Haverford Mr. Storage LLC** - In attendance from Mr. Storage were Mike Doyle, Lou Gilmore, and Bob Hannig.
 - Because of their location on the EPA Superfund site, they can't plant trees.
 - No trees are being removed.
 - The site also doesn't require street trees.
 - The Commission recommended they plant non-invasive shrubs which could include Viburnum and Rhododendron.
- **Tree Giveaway** discussed
 - October 19, 2019 from 9:00AM until Noon at the lower lot of the Municipal Building.
 - First come first served
 - 1 per household for Haverford Township residents.
 - 50 trees will be given away. We will have a wide selection of small, medium, and large trees available

Next Meeting - August 26, 2019

Haverford Township Shade Tree Commission

Minutes of Monday, August 26, 2019

Meeting took place at the Township Municipal Building.

Meeting called to order at 7:30 p.m. by Chair Mark Pennington.

Committee Attendees: Mark Pennington, Paul Davit, Joe Rastatter, Ryan Herlinger, Joseph Celia for the Township.

Absent: Doreen Saar, Jonathan Alderson, David Schneck

Discussion:

- Approved Minutes for **July 2019**.
- **Discussion of revised code.** Newest revision of code received today, 8/26, with extensive input from Dan Siegel, Ordinance Committee Chair. Some inconsistencies and open issues noted. Paul Davit offered to closely review code.

Some of the open issues:

- Should we change 'Heritage Tree' definition from "30 inches or greater" to "24 inches or greater." What is a "shade tree" (tree, bush, or woody plant 10' in height or more?). Question of 'public or private' - what is the scope of our charge? Tree Replacement Formula: Match Radnor's code, or keep as previously written?
- Grading permits: Should HSTC be responsible for reviews/recommendations?
- Clearing permits: Appropriate language/code unclear.
- Working Group Meeting: Mark may attend Working Group Meeting. Goal is to have new draft be end-of-September. Will send out updated draft for input in ~2 weeks. Mark to talk to Gerry Hart and Andy Lewis.
- **Discussion of Tree Giveaway**
 - Scheduled for Saturday, 10/19, at Haverford Township Building.
 - Jonathan Alderson and David Schneck tagged a good variety of trees. 10 types from the Tree authority. David to coordinate delivery.
 - Discussion of logistics: Planting instructions handout to be produced by David; Township logistics (chairs, tables, barricades, etc.) to be covered by Ryan Herlinger (contact Dan Mariani, Director of Public Works); Jonathan to create handouts re: tree varieties.
- **Discussion of Budget**
 - Currently \$5k per year. Would like to double the tree giveaway. Goal for 2020 = \$7k, plus any revenue from new code.
 - Clearing permits: Appropriate language/code unclear

- Joe Celia: Notes benefit of new code; funding, escrow, etc., better than system of chasing builders/developers
- **Annual Board Presentation**
 - Requirement: Present report in written form for next Commissioner's working session. No oral presentation/live presentation required
- **Brief discussion of Coopertown Road / School**
 - 10 to 20 trees. Andy getting 10, Mark getting 16 more
- **October meeting.** Mark Pennington unable to attend October meeting. Mark asked Paul to run meeting.

Next Meeting - September 23, 2019

Haverford Township Shade Tree Commission

Minutes of Monday, September 23, 2019

Meeting took place at the Township Municipal Building.

Meeting called to order at 7:30 p.m. by Chair, Mark Pennington.

Committee Attendees: Paul Davit, Joe Rastatter, Doreen Alvarez Saar, David Schneck.

Absent: Jonathan Alderson, Ryan Herlinger,

1. Minutes of August 2019 meeting will be sent on later by Ryan for approval.
2. The majority of the discussion was preparation for the October 19 tree giveaway.

To be done:

- Email sent to Danny Marine of Public Works to meet Hassan for the tree delivery on Friday October 18.
- It was decided to hold the give away on the lower level of the parking lot.
- Doreen suggested that signs with an arrow would be helpful and volunteered to made them if needed.
- The species list is to be sent to everyone
- Sign-in sheets should be made. Each recipient should have a valid id to identify themselves as a township resident. Sheets should indicate name, address, species chosen, site of the tree on the property
- Mark will write up a form of survey.
- The Shade Tree Commission should be identified and indicate that this giveaway is “YOUR TAX DOLLARS AT WORK.”
- Can we get pop-up tents in case of rain?
- If there are any extra trees, we will arrange to have these put in public spaces. Perhaps Tree Tenders can help with this.
- Some information about the Shade Tree Commission particularly indicating that residents could volunteer to serve and some information about Tree Tenders should be given to residents at the event
- David will send Amy Cuthbertson the invoice
- Can we use the Tree City Banner at the tables?
- Efforts should be made to publicize the event. Suggestions were *Township Newsletter*, *News of Delaware County*. Discuss the possible inclusion of House Cup Coffee.

Respectfully submitted,

Doreen Alvarez Saar, co-secretary

Haverford Township Shade Tree Commission

Meeting Minutes: Monday, October 28, 2019

Meeting took place at the Township Municipal Building.

Meeting called to order at 7:30 p.m. by Paul Davit.

Committee Attendees: Paul Davit, Doreen Saar, Jonathan Alderson, David Schneck, Ryan Herlinger

Absent: Mark Pennington, Joe Rastatter, Joseph Celia (Township)

Discussion:

1. Approved Minutes for **September 2019**.
2. **Discussion of Tree Giveaway**
 - Held Saturday, 10/19. Everyone happy with event.
 - Noted that 10-15 people came but did not get a tree. Names and contact information were captured during end of giveaway. Mark has already contacted them by email. They will be first in line for trees at the planned Spring Giveaway.
 - Discussion about best way to ensure tree recipients understand how to plant and care for young tree. Ideas included required viewing of a day-of tree planting demonstration, individual demonstrations for each recipient, one or several demonstrations at specific time(s).
 - David and Doreen suggested that we follow up with recipients, ask them to confirm the tree was planted, ask them how their planting went, send us a picture, and remind them to water their tree. More info available through PHS website. David offered to put something together.
3. **Discussion of Spring Tree Giveaway**
 - Agreed to interest in a Spring Giveaway with an expanded number of trees (if budget permits). Noted that we would probably know the budget details in late November or early December.
 - Discussion about how to improve the process for the Spring. Agreed that each Shade Tree Commissioner should make a list of their tasks/activities from the Fall Giveaway and share this via email with the group. A Tree Giveaway '**How To doc**' to be compiled, listing contacts, timing and activities related to tree selectin, site logistics, marketing, etc.
 - Discussion of how best to give trees to those folks who did not get a Fall Giveaway tree. Possibly allow them to pre-pick trees from our selection, arrive early, etc.

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Meeting Minutes: Monday, October 28, 2019

4. Discussion of Planning Commission

- Focus on how best to ensure large trees (6" or greater), street trees, etc. preserved. Idea raised that one Shade Tree Commissioner could be a member of the Planning Commission, or at least invited to meetings. Could one Shade Tree Commissioner be a liaison to the Commission? It was suggested that we should perhaps make it a goal to educate the Planning Commission about code changes and objectives but otherwise keep the two bodies independent of each other.

5. Discussion of December meeting. Agree that we would likely cancel the December meeting (currently scheduled for 12/23).

Next Meeting – November 25, 2019

Haverford Township Shade Tree Commission

Meeting Minutes: Monday, November 25, 2019

Meeting took place at the Township Municipal Building.

Meeting called to order at 7:30 p.m. by Mark Pennington

Committee Attendees: Mark Pennington, Joe Rastatter, Paul Davit, Doreen Saar, David Schneck, Ryan Herlinger

Absent: Jonathan Alderson, Joseph Celia (Township)

Discussion:

1. **Meeting minutes.** October 2019 minutes approved. All 2019 minutes to be posted to Shade Tree Commission web page within the next couple of weeks (Doreen Saar to contact Township).
2. **Updates from Mark Pennington re: status of suggested changes to the code**
 - Suggested changes to the code presented to the Board by Mark Pennington in November. Paul Davit in attendance. Presentation and changes generally seemed well received. Recent Fall Tree Giveaway (10/19) also discussed. Minor concerns voiced by Township Commissioners re: the possibility that trees could be planted in inappropriate spaces (e.g., under power lines) by residents, and uncertainty over enforcement of updated code on atypical land (e.g., golf courses).
 - Noted that adoption of new code could occur as early as January 2020.
3. **Shade Tree Budget & Fund**
 - Noted that proposed budget increased from \$5,000 (2019) to \$7,500 (2020). Budget not approved yet. Additional amount to allow for expansion of Tree Giveaway and other plantings as needed.
 - Discussion regarding dollar amount to quote/advise developers/builders per tree replacement (\$100? \$50?). Amount must be fair, palatable to developers/builders and Commissioners. Per tree cost at recent Coopertown site was ~\$600 per tree (including tree, labor, etc.), so \$100 noted as a good deal.
4. **2020 Goals**
 - Discussion regarding a broad 2020 goal to improve the process by which sites are selected for tree plantings. Initial focus is to identify appropriate players from Township Commissioners, Public Works, Tree Tenders, Shade Tree Commission, etc., and to limit initial goal to a discussion about what an appropriate goal or agenda might be for 2020. Ideally, Shade Tree Commission wants efforts to be

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aligned with a master plan that considers underserved neighborhoods, storm water management issues, other factors, etc.

- Interest in exploring options to increase volunteer engagement, increase awareness, maybe pursue funding for a Haverford Township arborist to assist with efforts to increase plantings. Concern voiced that too much is asked of single individual (Jeanne Angel), and an effort should be made to better support plantings.
- Mark Pennington to work on articulating a clear goal for 2020, to hold initial discussion(s) to ensure right entities are part of a conversation to move forward.

5. Tree Inventory

- Interest noted by Doreen Saar in creating a Tree Inventory for Haverford Township to better understand the overall trends and net loss/gain of trees in recent years and/or going forward. Noted that the Township had previously provided such data (several years ago) and it was unclear if current data might exist and be shared with Shade Tree Commission, or if new process might need to be developed.

6. Spring Tree Giveaway.

- All in favor of a Spring Tree Giveaway. Proposed budget to hopefully increase number of trees to be given away. Noted that approximately \$2,100 spent on Fall 2019 Tree Giveaway.

7. Website

- Brief discussion about interest in updating website for 2020. Aside from upload of 2019 Meeting Minute PDFs, content of page to be revised. Exact changes TBD. Possible content updates for 2020: Summary of new changes to code; Updated news re: Spotted Lanternflies, Emerald Ash Borers, other newsworthy issues; General goals, objectives of Shade Tree Commission; Clarity about role of Shade Tree Commission vs. Tree Tenders/PSH, etc.

8. Joe Rastatter's term ending

- It was noted that Joe Rastatter's 5-year term would be complete as of 12/31/2019. Good work Joe!
- Deadline for applications for new Commissioner noted to be early December. Commissioners should remind interested applicants to submit applications quickly.

Next Meeting – January 27, 2020 (December 23, 2019 meeting canceled due to holidays)