

TOWN OF WEAVERVILLE
Tree Board Meeting
Wednesday September 4, 2024, 6:00 p.m.
Agenda

1. Call to Order Chairman Kantner
2. Adoption of Agenda Chairman Kantner
3. Approval of Minutes- August 7, 2024 Chairman Kantner
4. Public Works Director Dale Pennell
Tree Board members questions for Public Works Department
5. CODE Chapter 2, Art. IV, Div. 4. – Chart Priorities and Goals Chairman Kantner
6. Art in Autumn Tree Board Table
Education and information booth and tree planter give-away
7. Other Business
8. Adjournment

**Tree Board Meeting
Wednesday August 7, 2024, 6:00 p.m.
Minutes**

**Town of Weaverville
State of North Carolina**

Wednesday, August 7, 2024, 2024

The Tree Board for the Town of Weaverville held a Special Called meeting on August 7, 2024, at 6:00 p.m. in the Town Council Chambers, Town Hall, Weaverville, N.C.

Present: Chairman Russ Kantner, Vice Chair Peter Stanz, regular members Greg Sanfilippo, Caroline Lord, Jeff Colavecchia and Inger Stallmann-Jorgensen and alternate members Caleb Hudson and Gary Harmon.

Absent: excused Pauline Griffith

Staff: Tamara Mercer, Town Clerk

1. Call to Order

Chairman Kantner called the meeting to order at 6:00 p.m.

1. Adoption of Agenda

Chairman Kantner

Without objection, Chairman Kantner moved to approve the agenda. Motion carried unanimously 6-0.

2. Approval of Minutes- 6/10/2024 & 7/2/2024

Gary Harmon moved to approve the meeting minutes of June 10, 2024 and July 2, 2024. Motion carried unanimously 6-0.

3. Public Works Tree Maintenance, Director Pennell at 9/4/24

Town Clerk Mercer stated that Public Works Director Pennell will attend the September 4th Tree Board meeting and he requested questions be proposed from among the membership.

Tree Board members questions for Public Works Department:

- 1) Is there an arborist on Public Works staff?

- 2) How does Public Works choose the species for tree planting?
- 3) Does Public Works have a tree preference?
- 4) Is there a tree supplier for the Town?
- 5) At intersection locations, what is the normal maintenance cycle?
- 6) Does PW have new landscaping project plans?
- 7) What is the budget for landscaping and tree planting?
- 8) Can the Tree Board request that no asphalt be installed at the right-of-way along Alabama Avenue where there is currently gravel?
- 9) Does the town currently have a heritage tree program, or have they had one in the past? (A possible College Street tree with a plaque)

4. Powell Bill map, street information data, Town Rights-of-way GIS mapping, native species and acceptable vegetation Clerk Mercer

Ms. Mercer provided the board with the maps of the town supplied by the State for the jurisdiction of the NCDOT rights-of-way tree maintenance. She noted that the town primarily maintains the trees on Alabama Avenue. There was discussion regarding the improvement project on Alabama and the surrounding area as well as review of the approved shrubs species list.

Ms. Lord suggested there be a Tree Board table at the Art in Autumn Festival on September 21st in order to educate the public about such topics as: Forest bathing, heat islands, Tree City USA, and Ms. Mercer said she would add tree topping harms and stormwater runoffs PSAs.

Ms. Lord noted that she would share the Asheville Urban Tree Study and other resource links for healthy tree canopies. GreenWorks also has many resources. There was further discussion on hardy species, the rights-of-way on Alabama Avenue, and tree plaques at Lake Louise and in the Nature Park. Ms. Lord added that the Boy Scouts have examples of QR code usage which we could add in town for guided tours. Ms. Mercer will follow-up with the Weaverville Business Association and town staff if we are able to have a set-up prepared for the Tree Board Table at Art in Autumn event.

5. CODE: Ch. 32 & Ch. 2 Sec. 2-176 Duties and Limitations
Review Mission, Priorities, Duties & Timing Discussion

Ms. Mercer reviewed the code for Chapter 32 vegetation and Chairman Kantner reviewed the Code for Chapter 2 Duties and Limitations. Discussion review by members yielded that 1) periodic review of regulations, 6) educational programs, 8) investigate available grants, and 9) a written plan for the care and preservation of trees were all on the high priority list.

An action plan chart will be developed and provided to the members of the Tree Board for the next meeting.

Ms. Jorgensen suggested involvement in the Art Safari events and to add education materials there. The Town's website can include a Tree Board page that further informs the public and introduces the Tree Board and the goals.

The tree inventory was discussed as to the scope of the work to conduct a tree survey and assessment of trees in Weaverville.

Mr. Harmon requested that the Planning Director attend the October Tree Board meeting in order to review the administrative procedures for Chapter 32 vegetation, for questions regarding penalties and permitting for tree removal. Mr. Stanz was concerned about the focus and goals.

6. Adjournment

There being no further business, and without objection Mr. Kantner adjourned the meeting at 7: 40 p.m.

Attest:

Tamara Mercer

**TOWN OF WEAVERVILLE
TREE BOARD AGENDA ITEM**

MEETING DATE: September 4, 2024
SUBJECT: Public Works Tree Maintenance
PRESENTER: Public Works Director
ATTACHMENTS: questions from the Tree Board

DESCRIPTION/SUMMARY OF REQUEST: Tree Board requests information regarding Public Works tree maintenance.

- 1) Is there an arborist on Public Works staff?
- 2) Is there a schedule of pruning or seasonal maintenance?
- 3) How does Public Works choose the species for tree planting?
- 4) Does Public Works have a tree preference?
- 5) Is there a tree supplier for the Town?
- 6) At intersection locations, what is the normal maintenance cycle?
- 7) Does PW have new landscaping project plans?
- 8) What is the budget for landscaping and tree planting?
- 9) Can the Tree Board request that no asphalt be installed at the right-of-way along Alabama Avenue where there is currently gravel?
- 10) Does the town currently have a heritage tree program, or have they had one in the past? (A possible College Street tree with a plaque)

**TOWN OF WEAVERVILLE
TREE BOARD AGENDA ITEM**

MEETING DATE: September 4, 2024
SUBJECT: Tree Board Goals and Priorities
PRESENTER: Clerk Mercer
ATTACHMENTS: Chart Goals and Priorities

DESCRIPTION/SUMMARY OF REQUEST: Tree Board Chairman has conducted a review of Chapter 2 Division 4, Sec. 2-176 Duties and Limitations.

Tree Board members to rate their goals and priorities. The chart diagram will prioritize the goals by the following action plan table: 1=high priority, addressed in 12 months; 2=medium priority, addressed in 24 months; 3=lower priority, addressed in 36 months and what is feasibly possible within the timeframe.

**CODE CHAPTER 2, ARTICLE IV, DIVISION 4. TREE BOARD
STATED GOALS, RESPONSIBILITIES, AND PRIORITIES**

(1=high priority, addressed in 12 months; 2=medium priority, addressed in 24 months; 3=lower priority, addressed in 36 months; 0=proposed deletion)
Recommended –September 2024

	2024	2025	TB	Staff	STATED GOAL	NOTES	Staff	TB	TC
						RESPONSIBILITY			
1					To periodically review the regulations within the town’s code of ordinances related to trees and vegetation, including specifically Code Chapter 32, and make recommendations concerning revisions, additions, and/or repeal		✓	✓	✓
2					To study and make recommendations on land use regulations, such as a tree canopy or protection ordinances and other conservation minded regulation, with the goals of enhancing aesthetics, reducing urban heat islands, reducing stormwater run-off, providing wildlife habitats, lowering building energy costs, and increasing property values		✓	✓	
3					To seek advice, as needed, from qualified landscape architects, arborists, foresters, horticulturists, or other knowledgeable individuals		✓	✓	
4					To consult with certified residential and commercial arborists and foresters on an inventory of existing trees within town street rights-of-ways and on town-owned property with data collected on species, size, and general health of each tree	Anticipated FY2025-27	✓	✓	

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Recommended –September 2024

	2024	2025	TB	Staff	STATED GOAL	NOTES	Staff	TB	TC
5					To designate heritage trees, which are understood to be individual trees with unique value based on age, rarity, size, and/or aesthetic, botanical, ecological, or historical value, and are considered irreplaceable		✓	✓	✓
6	1	-	1	1	To organize educational programs and workshops, sponsor information booths, and develop/distribute informational materials on topics related to planting, maintenance, health, and protection of trees within the urban and community forests of Weaverville		✓	✓	✓
7	1	-	1	1	To foster communication among citizens of the town that would provide community education programs, and increased awareness of urban forestry, protection of trees, and to coordinate active measures to support tree health and growth within the town		✓	✓	✓
8					To investigate available grants, loans, or contributions from other governmental agencies, public or private corporations, or individuals, and to recommend the expenditures of any proceeds toward the accomplishment of the tree board's duties and responsibilities		✓	✓	
9					To study, investigate, counsel, develop and/or update periodically a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in parks, along streets and in other public areas		✓	✓	✓

**CODE CHAPTER 2, ARTICLE IV, DIVISION 4. TREE BOARD
STATED GOALS, RESPONSIBILITIES, AND PRIORITIES**

(1=high priority, addressed in 12 months; 2=medium priority, addressed in 24 months; 3=lower priority, addressed in 36 months; 0=proposed deletion)
Recommended –September 2024

	2024	2025	TB	Staff	STATED GOAL	NOTES	Staff	TB	TC
					once a tree inventory has been completed. The plan is to be presented to the Town Council and its acceptance and approval constitutes the official comprehensive Town tree plan				
10					To approve voluntary planting plans on Town property or in Town street rights-of-way by private citizens or groups		✓		✓
11	1	1	1	1	To submit an annual report of its activities and recommendations to Town Council		✓	✓	
12					To perform any other related duties that Town Council may direct, either through ordinance or action		✓	✓	
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