

**City of East Providence Tree Commission
Docket-Regular Meeting Minutes**

December 19, 2023

1. Call to order: 7:04PM
2. Roll Call: Present- Dr. Carol Auer, Chair, Jenn Tierney, Co-Chair, Johanna Walczak, Meg Robinson. Absent with notification-Claire Tierney, Joe Gibson and Council member, Anna Sousa
3. Approval of minutes: October 19, 2023-minutes were reviewed. JT moved to approve the minutes with minor corrections and MR seconded the motion. The motion was unanimously approved.
4. Public Comment: none
5. Old Business:
 - A. Update on Tree Planting Projects: Kent Heights planting expected to proceed with contractors starting work in spring, 2024. No new updates on Hennessey School, Bullocks Point Avenue Community or Grassy Plains Park. Set back program: JW made proposal to publicize success of setback program by compiling positive feedback. Idea to create a survey sent to program participants. Commission members discussed advantages of making successes of programs more accessible to the public.
 - B. Urban and Community Forest Grant: Discussion of next steps including revising budget and narrative, review of census tract maps for potential planting projects and the formation of a steering committee to administer various initiatives of the grant award programs.
 - C. Tree Inventory Project: Tree Commission is waiting for final report.
6. New Business
 - A. Tree Appeal for 102 Catlin Ave in Rumford: JT made motion to table the discussion to next meeting so that homeowner can participate, MR seconded motion, motion approved unanimously. JW distributed copies of appeal documents including homeowner's appeal communications and full tree inspection report from city contracted urban forester, Doug Still.
 - B. Schedule of meetings in 2024: Per state ordinance, commission members discussed scheduling of 4 published calendar dates. Several models explored. JT moved to establish 3rd Wednesday of the months of January, April, July and October as regular meeting dates. Exact dates are 1/17/24, 4/17/24, 7/17/19, 10/16/24. Motion seconded by MR, members voted unanimously to approve. Members spoke about potential need to add meetings as programming and appeals come up.
7. Liaison Report from Conservation Commission: no updates due to lack of meeting.
8. Liaison Report from City Staff: JW (Planning Department)-JW reported back results of EP partnership with Groundwork RI: 51 trees planted in 2023, 20 of which were planted on Taunton and Warren Avenues. DPW will water newly planted trees. Parks division reported 207 trees planted and 75 trees pruned and 56 removed for Tree City certification. JW announced that she was accepted to participate in forestry leadership program in February, 2024. Liaison stated that city contracted urban forester, Doug Still has agreed to train Tree Commission members on how to use tree risk assessment forms. Members agreed that this training should be scheduled in spring 2024, exact date TBD.
9. Adjournment : 9:01PM