

Town of Berryville
Berryville-Clarke County
Government Center
101 Chalmers Court Suite A
Berryville, VA 22611



[T] 540/955-1099
[F] 540/955-4524
[E] info@berryvilleva.gov

www.berryvilleva.gov

**BERRYVILLE TREE BOARD
REGULAR MEETING**

Wednesday, March 7, 2018 - 7:30 p.m.
Berryville-Clarke County Government Center
101 Chalmers Court – **AB Meeting Room** – Second Floor
Berryville, Virginia

AGENDA

1. Call to Order – Bryant Condrey, Chair
2. Approval of Minutes – January 3, 2018
3. Discussion of Tree Planting Event, Saturday, May 5, 2018
4. Discussion of other projects
5. Other
6. Adjourn

Patricia Dickinson
Mayor

Harry Lee Arnold, Jr.
Recorder

Donna Marie McDonald
Ward 1

Council Members
Allen Kitselman, III
Ward 2

Erecka L. Gibson
Ward 3

David L. Tollett
Ward 4

Keith R. Dalton
Town Manager

BERRYVILLE TREE BOARD
Berryville-Clarke County Government Center
MEETING MINUTES
January 3, 2018

A meeting of the Berryville Tree Board was held on Wednesday, January 3, 2018 at 7:30 p.m. in the Berryville – Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

ATTENDANCE: Members present: Bryant Condrey, Sharon Strickland, Julie Abrera, Kara Rodriguez

Members absent: Kathy Birch

Staff present: Christy Dunkle, Assistant Town Manager/Planner

Press present: none

Ms. Dunkle called the meeting to order at 7:30pm.

ELECTION OF OFFICERS

Ms. Dunkle called for nominations for chair and vice chair. Ms. Rodriguez made the motion to retain Mr. Condrey and Ms. Strickland as chair and vice chair, respectively. Ms. Abrera seconded the motion which passed by voice vote.

APPROVAL OF MINUTES

Ms. Rodriguez moved to approve the minutes of the November 1, 2017 meeting, seconded by Ms. Abrera, the motion passed by voice vote.

RESOURCE LIST

Chair Condrey acknowledged resource lists submitted by Ms. Abrera and Ms. Rodriguez. He added that www.buyvatrees.com should be added to the list. There was a discussion about listing resources that would benefit local residents including local, state, and national sites. Ms. Rodriguez asked where the resource list should be located on the web site. It was determined that Board members would look at other locality's web sites to determine a place for the information.

DISCUSSION OF OTHER PROJECTS

Ms. Rodriguez said that she contacted Blandy about having students conduct a tree canopy survey. She said that the project was beyond their scope and recommending discussing the request with the Virginia Department of Forestry. Ms. Abrera referenced the resource list and said that the USDA web site offers an impressive overview of determining tree canopies.

Chair Condrey asked whether a tree planting would be appropriate for the Board to organize. After determining that Arbor Day was April 28, there was a discussion about having the planting on

opening day of the Farmers' Market. Vice Chair Strickland added that the event would be good public relations for the Berryville Tree Board. It was determined by the Board that the event would be rather small with one tree being planted near the playground to replace a tree that had been damaged. Board members decided that securing a booth space at the Market would be helpful in the Board's outreach efforts and requested that staff obtain information from local landscaping companies and other relevant information to showcase local businesses.

There was a discussion about requesting funds from Town Council in the upcoming budget cycle determining that \$200 would assist with booth fees and printing for the tree planting event. Ms. Dunkle said she would discuss the matter with administrative staff.

Chair Condrey said the next meeting for the Board is scheduled for Wednesday, February 7 at 7:30pm.

Adjourn

There being no further business, Ms. Rodriguez made a motion to adjourn the meeting, seconded by Vice Chair Strickland, the motion passed by voice vote at 8:27pm.

Bryant Condrey, Chair

Christy Dunkle, Recording Secretary

BERRYVILLE TREE BOARD

Agenda Item 3

**Discussion of Tree Planting Event, Saturday, May 5, 2018
March 7, 2018**

A tree planting event, to replace a tree by the playground in Rose Hill Park, will take place on Saturday, May 5, 2018. The event is scheduled to occur on opening day of the Clarke County Farmers' Market. A time for the event should be determined.

Town staff has obtained a tree from Casey Trees for the event and will coordinate delivery and placement. Staff will also request that Public Works prepare a hole for the tree prior to the event. Shovels will be available for those participating.

Items that should be discussed should include, but not be limited to:

- Public announcements of the event;
- Identify those who would be participating in the event;
- Contact Clarke County Farmers' Market representatives to let them know of the event and request they advertise it with their materials;
- Contact Master Gardeners to see if they would like to be part of the event;
- Identify sources of free whips to distribute to attendees;
- Contact Berryville Main Street to assist with marketing the event;
- Coordinate other projects (e.g., park clean-up) with BMS or other organizations/agencies.

Recommendation

Discuss at the meeting.

Previously projects discussed include the following:

- Entrance beautification;
- Canopy survey;
- Partnerships and programs;
- Develop an adopt-a-tree program;
- Create a resource list for the Town's website;
- Apply for Tree City USA designation;
- Tree variety survey; and
- Create a resource list of local volunteer organizations (Habitat for Humanity, Master Gardeners, churches, scouts) and projects that would be appropriate for the respective group.

Recommendation

Discuss at the meeting.