

Malvern Shade Tree Commission

Meeting Minutes

February 26, 2024

Present	Joe Bones, Bobbi Tower, Linda Burton & Tiffany M. Loomis, Borough Manager
By Zoom	Dan Daley, Borough Engineer; Tiffanie Quinn, Co-Chair, Parks & Rec
Next Meeting	March 18, 2024 @ 3:00 PM

Unfinished Business

A. King Street Tree Planting- Phase IB 2024

- a. Dan Daly will email to STC members by March 6 the planting sites and tree species for Phase IB
- b. STC will review materials and do a site visit to proposed sites
- c. STC will discuss and decide sites and species at meeting on March 18, 2024

B. Spring Bare Root Tree Program

- a. 24 trees have been ordered for April 19-20 planting
- b. Valley Creek Church would like to develop a line of trees along Warren Avenue
- c. This spring VCC will get 3 BRT and potentially 3 B&B trees. They will identify sites. VCC will remove flawed maple on Roberts Lane and grind 2 stumps.
- d. VCC will plant the BRTs. Borough will plant the B&B trees as part of the Warren Avenue streetscape

C. Review Spreadsheet for Trees Removed with/without Permits

- a. Discussion tabled until March

D. Notable Trees Project

- a. Joe has collected photos into a PowerPoint to help group determine parameters
 - i. Joe will add a few more photos and a preamble
- b. Joe will invite the STC, Hugo and Helise to a zoom meeting to review photos and develop a collaborative vision

E. Annual Report to Borough Council

- a. STC members individually review 2023 Accomplishments list and add or amend items as appropriate. They send revisions to Bobbi. Bobbi works with Tiffany to add financials and recirculates.
- b. Report is presented for discussion and approval by STC at meeting on 3/18/24
- c. Report will be presented to Borough Council on 4/2/24

New Business

A. Decide on tree for 434 Highland Avenue (SALDO plans from 2/6 email from Tiffany)

- a. Discussion tabled until next meeting

B. Clarify Wording for 5 Year Capital Improvement Plan

- a. Discussion tabled until next meeting

C. Finalize STC finance tracking mechanism

- a. Tiffany will provide to STC prior to each meeting
 - i. Annual allotment (\$17,500)
 - ii. Fee-in-Lieu
 - iii. Capital Improvement allotment

D. STC members will keep track of the number of site visits they make throughout the year

E. Tiffanie Quinn, Co-Chair of Parks & Rec outlined partnership ideas

- a. Tiffanie has applied for a Tree City designation (Arboday.org) for Malvern
 - i. Minimally, four items need to be present
 - 1. Have an oversight council responsible for public trees:
<https://www.arboday.org/programs/treecityusa/>
 - 2. Have a Tree Ordinance
 - 3. Spend \$2 per capita each year on tree related activities.
 - 4. Hold an Arbor Day celebration
 - ii. The STC already has the first 3 in place
- b. Arbor Day celebration
 - i. P&R will host a movie night, featuring “The Lorax” on April 26 and would like to use this as an Arbor Day celebration because it falls on Arbor Day
 - 1. Give out Arbor Day treelets at movie night
 - 2. Have available a tree passport
 - 3. Have movie goers “look around at Burke Park. We are surrounded by x species of trees.”
 - ii. Develop a tree passport on P&R website that residents can download
 - 1. STC will meet with Tiffanie in Burke Park to identify tree species
 - 2. Tiffanie will take photos of trees (some while dormant, some in summer and some in fall). She will assemble a PDF on P&R website available for download by residents. Basic will be available for movie night, and will be added to as new photos become available.
- c. Tiffanie is working on Tree Tender Certification

Next Meeting: Monday, March 18, 2024 at 3:00PM