

***Town of Hamden – Tree Commission***  
**Minutes of Special Meeting**  
**September 16, 2014**

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**Attendance:** Andrew Brand, Thomas Parlapiano, Susan Sternberg, and Jill Nathanson.

**Also in attendance:** Department Director, Craig Cesare. **Absent/Excused:** Kyle DeLucia.

**Call to Order:** Acting Chairperson T. Parlapiano opened the meeting at 6:35 p.m., at which time a roll call was held noting those who are in attendance. Mr. Parlapiano welcomed and thanked everyone for attending and for agreeing to serve on the Hamden Tree Commission.

**Agenda:** Mr. Parlapiano reviewed the agenda for this evening's meeting.

**Public Media:** Nothing to present.

**Election of Officers:** The request for nominations for officers was made Ms. Nathanson nominated Mr. Parlapiano as chairperson. Mr. Brand seconded the nomination.

For Vice-Chairperson, Ms. Sternberg nominated Ms. Nathanson. Mr. Brand seconded the nomination. And, Mr. Brand nominated Ms. Sternberg as Secretary. Ms. Nathanson seconded the nomination.

With no further nominations to present, Mr. Brand moved to approve the current slate of officers to serve a one-year term. Ms. Nathanson seconded the motion. All were in favor. The motion passed unanimously.

Chairperson	-	Thomas Parlapiano
Vice Chairperson	-	Jill Nathanson
Secretary	-	Susan Sternberg

It will be confirmed whether the one-year term-ending is September or December 2015.

**Meeting Schedule for 2014:** The meeting schedule for the remainder of 2014 was distributed. Ms. Nathanson made the motion to approve the schedule as presented. Ms. Sternberg seconded the motion. All were in favor.

**Any Business to come before the Commission:**

1. Mr. Parlapiano opened with the discussion of establishing the Tree Commission's mission statement and then goals and objectives. Ms. Sternberg drafted a mission statement. There were questions and additions presented with a discussion held. With this being a good start, this draft will be emailed to the commission and final review will be made at the October meeting. Mr. Parlapiano asked everyone to draft long- and short-term goals and bring them to the October meeting.
2. Mr. Cesare presented some areas for the commission to consider addressing over the course of the next year and held a discussion on areas the Town would like to address.

Mr. Cesare gave a number of examples of issues, and examples of a number of inappropriate trees were planted in various areas of the town and need attention or cannot survive for the long-term. The Town has a budget and will work with the commission to create a work-plan.

The discussion to hold a future meeting with the Tree Warden, Anthony Greene will be arranged.

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Mr. Cesare provided information regarding the UI Company's jurisdiction and the Town's position when trees are trimmed or removed along streets near the utility lines. Discussion was held regarding the notification to the public regarding the number of days before the Town or commercial workman is to remove a tree. The UI versus the Town carry a different number of days to publishing the notice in the newspaper. The discussion was raised of which entity has the jurisdiction on various situations.

3. Mr. Parlapiano mentioned Brendan Sharkey will be invited to attend a future meeting and the commission will address the subject of town regulations and the process with matters of a property owner's rights with regard to a Town property concerning trees.
4. Mr. Parlapiano added that this commission will have web-material available to the Town residents to view for educational, safety and informational purposes.
5. The Town Planner, Dan Kops, has a list of the "approved" trees for Hamden to consider planting.
6. The commission will look into a future procedure for measuring and replacing trees along with sidewalks in Hamden. Mr. Cesare spoke of the various issues when destroying trees due to cutting and maintenance work is done and/or the tree roots expanding then bringing up the sidewalks.
7. The commission will address the projects that have been implemented, the capital improvements and "tree fund" line item(s) as well as the planning of future trees for the Town. Mr. Cesare will look into the prospect of eligibility of filing an application for block grant funds through the Community Development Department.
8. The commission requested clarification regarding communication between the Town and the U.I. Corporation.
9. The commission would like to look into the hiring of an independent company to come through the Town and rate or evaluate and present recommendations of the trees that are throughout the Town. It was noted that the State requires a Town to carry a licensed arborist on staff to prune trees versus cutting down trees. This can be very advantageous to the health of the trees and cost savings to the Town. With the Tree Warden and the Arborist, a tree management program could be designed and implemented. A discussion was held regarding the arborist's level of decision and input for the program. It was confirmed that the Town has advertised an RFP for a part-time arborist position.
10. Mr. Cesare gave an overview of the Town's tree crew and equipment available to meet the regular assignments, projects and emergencies.
11. The Brooksvale Park is holding a Fall Festival Saturday September 27, from 11:00 a.m. to 4:00 p.m. and we are asked to manage an information booth. Members of the commission will check and confirm their availability to man the booth.
12. An Urban Forestry conference is scheduled to be held at the Aqua Turf on October 29<sup>th</sup>. The cost for admission is approximately \$50. Ms. Sternberg shared the information with the commission.
13. Communication—for awareness, the commission would like to get the word out to various town commissions and committees. Mr. Parlapiano will work to draft a message or communication and ask the Clerk of the Commission to assist.

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Before closing the meeting, the following was reviewed:

- Ms. Nathanson agreed to contact Mr. Kops regarding the list of approved trees.
- Everyone will draft long- and short-term goals and present at the October meeting.
- Finalize the mission statement and will determine if the final piece will need to go before the Mayor's office for final approval.
- A meeting with Brendan Sharkey will be scheduled to attend a future meeting.
- Mr. Parlapano will contact the Mayor's office regarding the RFP for the Arborist position.

The next meeting is **Tuesday, October 21, 2014** at 6:30 p.m. The meetings will take place in the Second Floor Conference room (next to the Building Department) at the Town Administration Building.

**Adjournment:** At 7:45 p.m. Ms. Sternberg motioned to adjourn, seconded by Ms. Nathanson. The motion passed unanimously.

Recorded by,

*Patrice A. LeMoine*

Patrice A. LeMoine  
Substitute Clerk of the Commission