

HANOVER BOROUGH
SHADE TREE COMMISSION MINUTES

September 11, 2023

Chairman Rohrbaugh convened the meeting of the Hanover Borough Shade Tree Commission at 9:05 AM Monday morning, September 11, 2023 in the Hanover Municipal Building, 44 Frederick Street, Hanover, Pennsylvania, as advertised.

Attendance: In attendance were Shade Tree Commission members Rohrbaugh and West; Staff Members Secretary Felix and Public Works Director Grimm.

Approval of the Minutes: It was moved by Mrs. West seconded by Ms. Rohrbaugh to approve the minutes of August 7, 2023. Motion carried.

Public Comment

Ann Baker and Brian Yealy, 461 Hartman Avenue: Ms. Baker and Mr. Yealy stated that they are new residents in the area and had no specific concern, other than to familiarize themselves with the process. They questioned which trees were under the jurisdiction of the Shade Tree Commission.

Chairman Rohrbaugh explained that the Shade Tree Commission has jurisdiction of the trees in the public rights of way between the curb and sidewalk as well as the trees in the parks and recreational areas of the Borough. They explained that they were interested in hiring an insured contractor for tree work on private property. She thanked Ms. Baker and Mr. Yealy for their attendance and concerns, and they exited the meeting.

Public Hearings: It was moved by Mrs. West, seconded by Ms. Rohrbaugh to forward the following tree removals approved at the meeting on August 7, 2023 pending a public hearing at today's meeting to the Public Works Department for implementation noting that there were no citizens present in opposition to the removals:

- 135 Baltimore St - 1 tree north side
- 256 Baltimore St – 1 tree
- 206 Broadway – 1 tree north side
- 327 Broadway – 1 tree
- 745 Broadway – 1 tree
- 1005 Keith Dr– 1 tree
- 1009 Keith Dr – 1 tree
- 106 Sunset Ave – 1 tree

Motion carried.

Bartlett Tree Experts: Arboretum proposal update

Secretary Felix noted that Council members received a copy of the proposed contract last month.

Public Works Director Grimm reported that the Department of Conservation and Natural Resources (DCNR) (through the Western PA Conservancy) announced that they will contract directly with Bartlett Tree Experts for the proposed tree inventory program in the arboretum including QR codes for each tree identification and a maintenance plan. This will be coordinated directly between Bartlett and DCNR, and will be ratified by Hanover Borough Council. There will be no cost to the Borough. It was moved by Ms. Rohrbaugh, seconded by Mrs. West to approve the terms of the contract for the Hanover Borough Arboretum Tree Inventory and Management Plan, pending execution by Bartlett Tree Experts through the DCNR, and ratification by Hanover Borough Council. Motion carried.

Tree Dedication Program: The Commission discussed the proposed tree dedication program with the following talking points:

- An 8' x 6' bronze plaque from the Erie Landmark Company at a cost of approximately \$250.00 (5 year warranty)
- The plaque could be mounted onto a concrete slab by the Public Works Dept.
- Draft application form to be compiled
- Trees for dedication plaques should be located in parks and recreational areas, with no plaques at street trees due to possible damage by snow plows or vehicular traffic, creation of pedestrian trip hazard, etc.
- Tree replacement at Borough cost in the case of a dying or vandalized tree limited to one year (same as Codorus State Park)
- Charges for tree dedication with plaque to be determined (\$500?)
- Council Resolution for policy

There will be more research and further discussion on the tree dedication/plaque program.

Commission members and Secretary Felix exited the municipal building to check the following permit applications in the field:

647 Broadway – Request for Public Works Crew to prune tree over wires; referred to Met-Ed.

305 Charles Street – Approved for Public Works Crew to remove dying tree, pending public hearing October 2, 2023.

305 Charles Street – Approved for Public Works Crew to plant replacement tree, after removal of existing tree pending check of underground utilities..

118 Fifth Street – Approved for Public Works Crew to prune deadwood; removal not necessary at this time.

280 Grant Drive – Approved for Public Works Crew to prune locust trees.

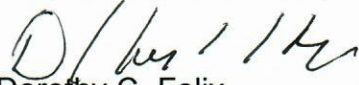
511 West Hanover Street – Approved for Public Works Crew to elevate tree and trim away from tree on private property.

217 Meade Avenue – Approved for Public Works Crew to elevate tree above street and sidewalk.

220 Meade Avenue – Approved for Public Works Crew to remove Bradford pear tree pending public hearing October 2, 2023.

Adjournment: The meeting adjourned at 10:25 AM.

Respectfully submitted,



Dorothy C. Felix
Borough Secretary