

January 23, 2008 - Meeting Cancelled

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
February 27, 2008 - 7:30 P.M.**

Members Present: Mary Dresser Dale Kaufman Brad Botchlet Anne Harnish

Others Present: May Gaynor, Diana Hallman

1. **Call to Order** - The meeting was called to order at 7:30 p.m. by Mary Dresser.

2. **Citizens' Comments** – None

3. **Minutes of October 24, 2007** – Dale Kaufman made a motion, seconded by Anne Harnish to approve, with stated changes, the minutes of October 24, 2007.

4. **Fall Tree Planting Review** – It was agreed that the Fall tree planting went well with the additional help from the youth in the Borough and the Public Works personnel. When looking at a date for the Spring tree planting, Brad Botchlet suggested having two Fall tree plantings, instead of one in the Spring and one in the Fall, such a change would promote the best conditions for tree growth for most of the street tree varieties that we typically plant. In the event that a requested tree variety is more suited for a Spring tree planting, we can always schedule such plantings on a case by case basis. At this time there are no tree planting requests for Spring. Dale Kaufman said he knew of a few homes that he would like to visit to promote the tree program and participation therein.

After some discussion on improvements the Tree Committee would like to see happen at the Square, including business involvement, partnering of businesses and green houses or other local community organizations like the Cub Scouts, Woman's Club or Heritage Society, and group donations, Mary Dresser suggested that the Tree Committee use the Spring tree planting event to work on the beautification of the Square. Dale Kaufman has some sketches and Mary Dresser has some plant design ideas for the Square, so a workshop is planned for March 11, 2008 at 4:00 at Anne Harnish or Dale Kaufman's home (will be decided later) to discuss the beautification of the Square.

5. **Trails at Strasburg Phase 2 – Preliminary Subdivision Lot Add-On Plan** – The Tree Committee members are concerned that none of their requests listed in the September minutes were addressed by Keystone on the updated plans. Diana Hallman will check with Lisa Boyd to make sure that Keystone did receive a copy of those requests. The Tree members are all the more desirous of an explanation from Keystone to those 5 requests that were not addressed in their Preliminary Subdivision plans.

1. Please provide evidence of permitting to cross the water courses with Sunset Avenue.

2. Please provide consistency in conflicting existing and proposed 100 year floodplain lines, specifically on lot #3.

3. Please provide topography, wetlands, and existing and proposed 100 year floodplain illustrated on the same plan.

4. Label watercourse #2 correctly as Kendig Run.

5. The committee would like to see more usable yard space, consider going through zoning to allow lessened front yard setback.

The layout of Sunset Avenue on Phase #1 does not respect the natural features and topography specifically of Kendig Run and Water course #1 and related 100 year floodplain and wetlands. See section 602.01.

In addition, the members would like to know how Keystone is going to regulate the preservation of the conservation easements. For future information, Anne Harnish will contact Mrs. Dan Zimmerman at Warwick to obtain information on how they regulate the preservation of their wetlands on a homeowner's property.

6. Reorganization – Mary Dresser has agreed to be the Tree Committee Chairman for one more year. Brad Botchlet made a motion, seconded by Anne Harnish to nominate Dale Kaufman as Vice Chairman of the Tree Committee for the year 2008. Dale Kaufman accepted the position of Vice Chairman of the Tree Committee for the year 2008.

7. Other Business – Brad Botchlet was concerned that with the Tree Committee being downsized from a 7 member committee to a 5 member committee that it would make it all the more hard to be able to enact the goals of the Tree Committee in the months ahead. Mary Dresser stated that, in the past, the Tree Committee discussed downsizing. Mary Dresser and Lisa Boyd recently discussed downsizing the Tree Committee's membership due to not having a quorum for the past several months. Richard Kennell is unable to attend the meetings due to bad health, but has offered to share or help in any Tree Committee discussion where he can lend his expertise. Brad Botchlet asked if there was a list of individuals in the Borough with experience working with trees. Anne Harnish asked if this position could be posted at different locations in the Borough. Dale Kaufman stated that he felt that it would be best for us, as members of the Tree Committee, to personally contact and talk with anyone whom we felt would be an asset to the Tree Committee. Diana Hallman will check with Lisa Boyd to see if another active member could hold Richard Kennell's position.

8. Citizens' Comments – May Gaynor stated that she felt home owners could benefit from ordering seedlings from the Lancaster County Conservation District. She also thought that in the future the Tree Committee could purchase and pass out these seedlings to new homeowners. Order Deadline is March 14, 2008 and Delivery date is April 10 or 11, 2008. Anne Harnish felt tree seedlings and pictures could be posted on the Tree Committee Web pages. Anne Harnish also felt that trees offered through the Borough should be advertised by name and picture on the Tree Committee Web pages and in the 1 year publication of the Borough Newsletter. Diana Hallman suggested that members bring anything for the Borough Newsletter to the March 26, 2008 meeting; the submission deadline is June 1, 2008.

9. Adjournment - The meeting was adjourned at 9:30 p.m.

Respectfully Submitted,
Diana L. Hallman
Borough Clerk

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
March 11, 2008 – 4:00 P.M.**

Members Present: Mary Dresser Dale Kaufman Brad Botchlet Anne Harnish

Others Present: Diana Hallman

1. Call to Order - The meeting was called to order at 4:00 p.m. by Mary Dresser.

2. Citizens' Comments – None

3. Other Business – Mary Dresser told the members that it was brought to her attention by Lisa Boyd that some of the comments and items reviewed and outlined in the last minutes were outside of the Tree Committee's parameters. Diana Hallman will research the Tree Committee mission statement to bring to the March 26, 2008 meeting. The committee will review the originally created responsibilities and adjust accordingly.

4. Strasburg Square Beautification Ideas

Dale Kaufman's Sketch – Dale Kaufman presented two measured drawings, one of the SW Corner of the square, and one of the SE Corner of the square. These drawings show the existing conditions and were used as an aid in discussion and will aid in proposed planting designs.

The Shade Tree Committee members agreed to serve as a resource committee for the Borough Council for all planting design, landscape and streetscape enhancements, and proper maintenance for the Strasburg Square area. This would include all four corners of the square. All planning and recommendations for the planting and beautification of the square area would be presented to the Borough Council for approval, and all existing property owners would be consulted and encouraged to participate to a degree of their choosing. Fund raising ideas and suggestions for getting more citizen participation in this endeavor were also discussed. Further beautifying our square and seeing to it that all areas are properly maintained for the benefit of all our citizenry and guests is the purpose for these, and all future proposals.

At the SW Corner, Dale Kaufman expressed concern that the number of benches in this small area seem excessive and hide much of the beauty of any plantings on this corner. Brad Botchlet expressed positive feelings at seeing persons sitting and enjoying the square. The existing benches on the SW corner have been supplied by the owners of the "Ghost Tours". They are simple, sturdy and quite functional in design.

Design Standards: All members agreed that the existing green and metal benches and waste containers provided by the Sertoma Club would be an appropriate design and color for future bench and waste container purchases. These benches and waste containers were manufactured by Du Mor, Inc., Mifflintown, PA. Dale Kaufman will provide more information on these.

Brad Botchlet's Plant Design - Brad Botchlet submitted a type-written sheet of thoughts and suggestions (see below) for beautifying the square area. These ideas were discussed and will serve as the basis for future meetings. Brad Botchlet and Mary Dresser will coordinate design and planting suggestions.

The Northeast Corner by the Bank of Lancaster County – It has a good water source at the building. He suggested annuals and or bulbs at the base of the sign, (with permission from the Bank); a 9' x 6' bed and hanging baskets on the post of the sign.

The Northwest Corner by the Creamery – It has a good water source to the left of the building. He suggested permanently attaching the benches together as a theft deterrent and keeping them in a permanent location. The first bed receives morning sun so he suggested removing the 2 azaleas by the lamp and in keeping with low maintenance a mass planting of Liriope, grasses, or Spiraea. In the second bed he suggested a slight pruning of the Pear Tree, and removal of the 3 Holly bushes. Since this area receives full sun a 15'x 6' bed of annuals was recommended, along with 2 hanging baskets on the Pear limbs, a ring of annuals with 2 foundation shrubs.

The Southwest Corner by Mrs. Penn's Shop – It has a good water source at the front of the building. Brad Botchlet advised securing the benches together or bolting the benches to the brick through the holes in the feet of the bench for the same reasons listed previously. He suggested that all the plant materials by the lamp be removed and that a mass planting of Liriope and/or grasses. In order to elevate color he suggested 2-4 hanging baskets on the lamppost. In the second bed he suggested a slight pruning and shaping of the Pear tree, and removal of the 3 Holly bushes. In this shaded area he suggested planting 3 small shade shrubs with shade annuals, along with 2 hanging baskets on the Pear limbs to keep the pockets consistent.

The Southeastern Corner by the old bank – A good water source is located at the front of the building. Due to the northern exposure Brad Botchlet recommended a mass planting of Liriope and/or grasses by the lamp, and 2-4 hanging baskets on the lamppost to compliment the other pockets. In the second bed he would like to see a slight pruning of the Pear tree and removal of the 3 Holly bushes and 3 Inkberry bushes. Recommended in that bed were 4 foundation shrubs with a ring of shade annuals along the outer edge, and 2 hanging baskets on the Pear tree to compliment the other corners.

Additional plantings (up for consideration) for the beautification of the Square would be to place coordinating hanging baskets off 8 of the closes PP&L poles, and to incorporate 16 large containers at either side of the crosswalk entrances.

All members liked the idea of incorporating large containers with seasonal plantings (with the possibility of planting red twig dogwood in the containers through the winter) to add color. Mary Dresser, Dale Kaufman and Brad Botchlet will research places to purchase and cost of hanging planters and large containers and bring catalogs to the next meeting. With a good response from the community annuals could be planted in the planting pockets, the containers and hanging baskets on a rotating basis. Mary Dresser thought that all the planting pockets should have consistency and plants that require low maintenance.

Business Involvement – This topic will be covered at greater length after the budget is established.

Partnering of Businesses and Local Green Houses –Mary Dresser will ask Lisa Boyd for an up-to-date list of all Anniversary events in Strasburg to use in coordinating community involvement.

Partnering with local Community Organizations – After all costs are established, the Tree Committee will estimate a total dollar amount required to plant and maintain each of the 4 planting pocket for one year. Members felt that one way to cover the cost of the Beautification of the Square would be to ask all businesses in the Borough, on a yearly basis, if they would be interested in sponsoring one of the planting pockets at the Square for one year. Mary Dresser will check with Lisa Boyd on establishing a specific account for the Tree Committee to be used for donations and payments for the project.

Group/Business Donations – Anne Harnish felt that one way to raise funds to help off set the costs of the project at the Square would be to allow individuals, families, groups or businesses to participate and be recognized for their donations. Anne Harnish agreed to obtain information on identification or sponsor tags for hanging plants, and plague suggestions for identifying persons, families, or businesses willing to help plant and/or maintain planting areas.

Plant Caretakers – Dale Kaufman stated that hanging planters and large containers require frequent watering, so he suggested using a watering container with a sprayer. One idea was to contact local community organizations and close neighboring businesses to the Square to see if they would be willing to help maintain the project. Mary Dresser will talk with Lisa to determine if any Borough employees would be available to assist with plant care.

Advertising in the Strasburg Weekly News and the Lancaster News – Anne Harnish offered to write up all articles or advertisements that would be needed to promote the Beautification of the Square. Mary Dresser suggested that press items may be able to be coordinated with other Anniversary events.

7. Other Business –

Diana Hallman will ask Lisa Boyd to mention the availability of the 2008 Tree Seedling Order Form at the Borough Council Meeting this evening.

Dale Kaufman will be attending the Smart Growth Seminar, April 1, 2008.

A work day will be scheduled at the March 26th meeting possible in April to remove and prepare the planting pockets and another work day will be scheduled in May to plant.

8. Citizens' Comments – None

9. Adjournment - The meeting was adjourned at 5:47 p.m.

Respectfully Submitted,
Diana L. Hallman
Borough Clerk

March 26, 2008 - Meeting Cancelled

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
April 23, 2008 – 7:30 P.M.**

Members Present: Mary Dresser Dale Kaufman Brad Botchlet Anne Harnish

Others Present: Diana Hallman

1. Call to Order - The meeting was called to order at 7:30 p.m. by Mary Dresser.

2. Citizens' Comments – None

3. Minutes of February 27, 2008 & March 11, 2008 – Dale Kaufman made a motion, seconded by Brad Botchlet and passed unanimously to approve the minutes of February 27, & March 11, 2008.

4. Shade Tree Committee Mission Statement – On March 23, 1999 a motion was made by Velma Lutz, seconded by Milli Cipolloni and passed unanimously to approve the creation of a Shade Tree Committee, to appoint the seven volunteers, and the mission statement as follows:

“The Borough recognizes that properly planted, maintained and protected shade trees add to the aesthetics and health and welfare of the citizens of the Borough. Therefore, it shall be the intent of this Resolution to establish a Shade Tree Committee for the Borough of Strasburg, define the mission of that Committee and establish rules and regulations to encourage the planting of appropriate shade trees, provide for the proper maintenance of the trees, project shade trees and provide guidelines for the removal and replacement of shade trees.”

Anne Harnish was asked to revise the Mission Statement to include the following:

- planting of street shade trees;
- beautification of the Square and other Borough owned islands & planting areas;
- reviewing preliminary plans for development and submission of recommendations to Borough Council to include landscaping, preservation of natural areas and screening of said areas until an Environmental Advisory Commission is established;
- advising citizens on types of trees and locations for tree planting.
- keeping an inventory of appropriate street trees.
- keeping a Street Tree inventory of all street trees in Strasburg Borough.

5. Strasburg Square Beautification Ideas – Saturday, April 19th the members of the Tree Committee removed dead plant material and prepared the planting pockets at the Square. Everyone felt that the day went very well, and they were pleased to be able to keep the three Holly bushes by Mrs. Penn’s Shop. Dale Kaufman will draw up the Planting Plans for the Square and submit them to the Planning Commission and Borough Council for approval. Brad Botchlet will place the order for the hanging baskets & brackets, shrubs, mulch, fertilizer and potting soil, and Mary Dresser will order the annuals. Plants are subject to change depending on the availability of the plants when ordered. Dale Kaufman will talk with Pete Skiadas at the Creamery about assuming responsibility of watering the planting pockets. May 15th is the Planting Date for the planting pockets at the Square with a rain date of May 17th. Dale Kaufman will bring hoses for watering and Anne Harnish will bring the food. Diana Hallman will ask the

Borough Manager to have the lamppost at the old Bank reinforced prior to Planting Day. The idea of incorporating large containers with seasonal plantings, benches and community involvement will be discussed at a later meeting.

- **The Northeast Corner** *by the Bank of Lancaster County* – Nothing planned for this corner at this time.
- **The Northwest Corner** *by the Creamery* – A mass planting of variegated Liriope Muscari and 2 hanging baskets in the first bed by the 4 benches. A mass planting of annuals in the second bed with a future planting of spring bulbs.
- **The Southwest Corner** *by Mrs. Penn's Shop* – A mass planting of variegated Liriope Muscari and 2 hanging baskets in the first bed with a future planting of spring bulbs. The 3 Holly bushes will remain in the second bed.
- **The Southeastern Corner** *by the old bank* – The lamppost pocket will have 3 Vardar Valley Boxwood shrubs with an annual border, and 2 hanging baskets. Planted in the second bed will be 3 Otto Luykens Cherry Laurels scrubs with an annual border, and 2 hanging baskets.

6. Strasburg Borough Newsletter Ideas – Anne Harnish was given the 2006 & 2007 Newsletters and asked to revise for the 2008 mailing.

7. Other Business – Diana Hallman will relay to Lisa Boyd that the Tree Committee will not provide a Street Tree to the Strasburg Pool because the desired location of the tree is too far behind the Street Tree setback line.

8. Citizens' Comments – None

9. Adjournment - The meeting was adjourned at 9:30 p.m.

Respectfully Submitted,
Diana L. Hallman
Borough Clerk

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
May 28, 2008 – 7:30 P.M.**

Members Present: Mary Dresser Dale Kaufman Brad Botchlet Anne Harnish

Others Present: Diana Hallman

1. **Call to Order** - The meeting was called to order at 7:30 p.m. by Mary Dresser.
2. **Citizens' Comments** – None
3. **Minutes of April 23, 2008** – Dale Kaufman made a motion, seconded by Brad Botchlet and passed unanimously to approve the minutes of February 27, & March 11, 2008 as corrected.
4. **Shade Tree Committee Mission Statement** – Ann Harnish submitted a revised 2008 Shade Tree Committee Mission Statement according to adjustments talked over at the last meeting.

SHADE TREE COMMITTEE MISSION STATEMENT

The Strasburg Shade Tree Committee aims to encourage a healthy, safe and sustainable community environment through the promotion of street trees and planting amenities within the Borough, including:

- planting of street shade trees;
- beautification of the square and other Borough owned islands & planting areas;
- reviewing preliminary subdivision and land development plans for submission of recommendations to Borough Council to include landscaping, preservation of natural areas and screening;
- reviewing current landscape-related ordinance requirements;
- advising citizens on types of trees and locations for street tree planting;
- providing a list of recommended street trees;
- keeping an inventory of all street trees currently planted in the Borough; and
- applying for grants that would be beneficial to the Borough

5. **Strasburg Square Beautification Ideas** –The following is the current watering schedule for the Square. Dale Kaufman Currently - June 15

Brad Botchlet	June 16 - July 15
Anne Harnish	July 16 - August 15
Mary Dresser	August 16 – September 15

Brad Botchlet has watering equipment at his residence and Dale Kaufman will check with the owners of the Businesses at the Square for other water sources and their availability. Diana Hallman reported that PPL no longer allows hanging baskets to be hung from their poles. The Committee came to the agreement that Brad Botchlet will purchase four sheppard hooks to hang the eight hanging baskets from at the four corners of the Square. June 3rd at 5 p.m. is the scheduled date and time to plant the baskets.

6. Strasburg Borough Newsletter Ideas – Anne Harnish submitted the Tree Committee article for the 2008 Newsletter as follows:

TREE COMMITTEE UPDATE

The Strasburg Shade Tree Committee has been hard at work beautifying Strasburg Square. We planted both perennials and annuals this May and will be maintaining the beds throughout the summer. Watch for hanging baskets and container gardens to add more color either later this year or in 2009. We are also actively planning for the fall tree planting. This is a fantastic opportunity for borough residents to acquire trees for their properties. Trees are available for a donation of \$25 each, with a limit of two per property. Planting locations must be within six feet of the curb to qualify. We're currently recruiting volunteers for the fall planting. This counts toward community service hours for high school students. Please contact the Borough office at 687-7732 or visit the website at www.strasburgboro.org for more information about tree availability and planting.

As always, tree committee members are happy to answer any tree or planting-related questions. We wish all of Strasburg a safe and shady summer.

7. Other Business – Anne Harnish will check with Lisa Boyd on adding photos of all trees available on the tree request list and updating other tree web pages.

8. Citizens' Comments – None

9. Adjournment - The meeting was adjourned at 8:43 p.m.

Respectfully Submitted,
Diana L. Hallman
Borough Clerk

June 25, 2008 - Meeting Cancelled

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
July 23, 2008 – 7:30 P.M.**

Members Present: Mary Dresser Dale Kaufman Brad Botchlet Anne Harnish

Others Present: Diana Hallman

1. Call to Order - The meeting was called to order at 7:30 p.m. by Mary Dresser.

2. Citizens' Comments – None

3. Minutes of May 28, 2008 – Dale Kaufman made a motion, seconded by Anne Harnish and passed unanimously to approve the minutes of May 28, 2008.

4. Strasburg Square Beautification – Dale Kaufman obtained permission from the Bank of Lancaster and the Strasburg Creamery to use their water for watering the plants at the Square. Mary Dresser suggested adding another hanging basket next year at Mrs. Penn's Shop.

5. Strasburg Borough Street Tree Program Requirements & Recommended Trees for Planting along the Street – General Conditions for Street Trees in Strasburg – The committee felt that the list of “Recommended Trees for Planting along the Street” for home owners should include more varieties and different sized trees other than just those in Section 613.02.4 LANDSCAPING in the Subdivision and Land Development Ordinance. The Recommended Tree List & General Conditions will be completed at the next meeting.

6. Strasburg Borough Street Tree Program – Tree Request Form – These two forms were updated with corrections and additions. New forms can be picked up at the office and changes will be made to the pages on the tree web page.

7. Web Page Updates – Anne Harnish will web search and send a picture of all the varieties of trees offered through the Street Tree Program.

8. Other Business –

Diana Hallman reported that Clair Ranck called the office stating that his tree planted by the Tree Committee has been doing well until just recently. He noticed that it looked like the base of the tree had been bitten. Dale Kaufman offered to take a look at the tree.

Mary Dresser recommended a walk around the Borough to check if there are any low hanging branches. All members agreed to keep a look out when on their daily walk.

Mary Dresser suggested that on September 24th members meet at the Square to plant mums instead of meeting at the Borough Office for a Tree Committee Meeting. The quantity and place to purchase the mums will be decided at the August meeting.

9. Citizens' Comments – None.

10. Adjournment - The meeting was adjourned at 9:15 p.m.

Respectfully Submitted,
Diana L. Hallman
Borough Clerk

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
August 27, 2008 – 7:30 P.M.**

Members Present: Mary Dresser Dale Kaufman Brad Botchlet Anne Harnish

Others Present: Diana Hallman

1. Call to Order - The meeting was called to order at 7:30 p.m. by Mary Dresser.

2. Citizens' Comments – None

3. Minutes of July 23, 2008 – Dale Kaufman made a motion, seconded by Brad Botchlet and passed unanimously to approve the minutes of July 23, 2008 with corrections.

4. Strasburg Square Fall Planting – Recommendations for next year's Spring planting are as follows:

- Plant more sunny flowers, possibly petunias that will cascade over the curb
- Less mounding of mulch – especially at the Old Bank
- Use fresh mulch
- Cut the suckers out of all the pear trees prior to planting
- Plant ornamental grasses for winter beauty and cut down in the spring

Brad Botchlet suggested purchasing 6" mums and asters in shades of red/orange/bronze/rust from Esbshade's for the planting pockets and hanging baskets. He said they should last through 1 or 2 frosts which should take us up to Thanksgiving. Mary Dresser suggested adding redbud dogwood, and corkscrew willows for more color.

5. Strasburg Borough Street Tree Program Requirements & Recommended Trees for Planting along the Street – General Conditions for Street Trees in Strasburg – In order to arrive at a complete list of all trees, the committee has decided to research more trees to accommodate the needs along different streets. Mary Dresser will research large trees (over 48'), Dale Kaufman will research small trees (under 30'), Brad Botchlet will research medium trees (30'-46'), and Anne Harnish will research columnar trees. The General Conditions for Street Trees in Strasburg list will be updated at the next meeting.

6. Web Page Updates – Anne Harnish has tree photos and leaf documentation for all trees on the potential recommended tree list. She will add photos and documentation of all additional trees recommended by the members at the next meeting. Then she will email the complete list of all varieties and sizes offered through the Street Tree Program with photos and a brief description to Christine Drennen. Christine will add the information to the Borough's tree web page for potential use by property owners in the Borough.

7. Other Business –

Dale Kaufman will visit Clair Ranck this week concerning his tree. Brad Botchlet had seen the tree and offered his recommendations.

Diana Hallman is to check with Lisa Boyd on the steps needed to dig out concrete on the sidewalk to plant a tree. Dale Kaufman would like to suggest to Bob Martin to plant a few moderate sized trees along the west side of the Old Bank.

It has been agreed that all members will meet at 5:30 on September 24th at the Square to plant mums instead of meeting at the Borough Office for a Tree Committee Meeting. Brad Botchlet will bring the flowers and Dale Kaufman will bring 4-5 bags of mulch.

9. Citizens' Comments – None.

10. Adjournment – A motion was made by Anne Harnish, seconded by Dale Kaufman and passed unanimously to adjourn the meeting at 9:47 p.m.

Respectfully Submitted,
Diana L. Hallman
Borough Clerk

September 24, 2008 - Square Beautification

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
October 22, 2008 – 7:30 P.M.**

Members Present: Mary Dresser Dale Kaufman Brad Botchlet Anne Harnish

Others Present: Diana Hallman

1. Call to Order - The meeting was called to order at 7:30 p.m. by Mary Dresser.

2. Citizens' Comments – None

3. Minutes of August 27, 2008 – Brad Botchlet made a motion, seconded by Dale Kaufman and passed unanimously to approve the minutes of August 27, 2008 with one correction.

4. General Conditions for Street Trees in Strasburg – This page is felt not to be needed any longer due to the updates on the Requirement Sheet and additional information added to the Recommended Trees List.

5. Recommended Trees for Planting along the Street – A complete list of different size trees has been compiled for planting along the Street. The new list will appear on the Borough Website and will be available at the main desk.

6. Web Page Updates – Anne Harnish will add tree photos and leaf documentation for the additional trees added to the Recommended Tree List. She will write an introduction paragraph and type a compiled list of all varieties and sizes offered through the Street Tree Program with photos and a brief description to Christine Drennen who will transfer the information to the Borough's tree web page for potential use by property owners in the Borough.

7. Hampton Inn Hotel Preliminary Plans –

Subdivision Ordinance 603.08 Perimeter Landscaping The Shade Tree Committee members agreed that some evergreen trees should be included in the perimeter landscaping, especially along McCarter Lane, since this will adjoin a residential area. A mix of evergreens are called for in the ordinance, but seems to be missing in the plan. The Shade Tree Committee members would like to see a mix of evergreens added to the Plans due to existing properties facing the back of this property.

It is agreed that the plan calls for a nice variety of trees and plantings, and the plan was very complete, comprehensive, and easily discernable.

The Shade Tree Committee members would like 44 Strasburg Associates, LLC to provide a tree detail illustrating planting on a 3:1 slope, as this is a common situation along Historic Drive.

In an effort to provide consistency in growth and appearance The Shade Tree Committee members would like to see Street Trees the entire length of the Historic Drive frontage and the McCarter Lane frontage, not just adjacent to this phase, but also adjacent to the future development included in phase II.

8. Spring/Fall Tree Planting and Square Beautification – This topic will be discussed at the November 19th meeting.

9. Other Business –

The November 26th Tree Meeting has been rescheduled for November 19, 2008, and the December 17th Tree Meeting has been cancelled.

10. Citizens' Comments – None.

11. Adjournment – A motion was made by Anne Harnish, seconded by Brad Botchlet and passed unanimously to adjourn the meeting at 9:23 p.m.

Respectfully Submitted,
Diana L. Hallman
Borough Clerk

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
November 19, 2008 – 7:30 P.M.**

Members Present: Mary Dresser Brad Botchlet Anne Harnish

Others Present: Diana Hallman

1. Call to Order - The meeting was called to order at 7:30 p.m. by Mary Dresser.

2. Citizens' Comments – None

3. Minutes of October 22, 2008 – Brad Botchlet made a motion, seconded by Anne Harnish and passed unanimously to approve the minutes of October 22, 2008.

4. Web Page Updates – Anne Harnish will add a few more lines to the new opening paragraph on the Street Tree Request Form. This form with the compiled list of all varieties and sizes of trees offered through the Street Tree Program along with photos and a brief description will be passed to Christine Drennen who will transfer the information to the Borough's tree web page for potential use by property owners in the Borough. The new Street Tree Request Form and Recommended Tree List will be available at the main desk.

5. Hampton Inn Hotel Preliminary Plans – The Shade Tree members reviewed the plans and wish for the recommendations and comments from the October 22, 2008 meeting be forwarded to the Planning Commission for consideration.

6. Spring/Fall Tree Planting and Square Beautification – Brad Botchlet recommended a Square Clean-up Day to remove plants, prune pear trees and get the hanging baskets ready for storage. Members will meet at the Square for clean-up in preparation for the winter months on December 6 at 9:00 a.m. Diana Hallman will check with Lisa Boyd to see if there is room in the Borough storage shed or at the maintenance building to store 10 hanging baskets.

7. Other Business –

Joyce Atkins of 200 Lancaster Avenue made the choice to have her trees cut down by PP&L instead of having them chopped at all angles to avoid the power lines. She asked if there was anything that homeowners could do to protect their trees from being chopped and whether she would be eligible for 2 street trees. Mary Dresser will visit the site at 200 Lancaster Avenue to check the slope and distance from the road for possible planting of two street trees behind the fences. She will bring back her recommendations including tree varieties to work in conjunction with the PP&L power lines.

Mary Dresser stated that as the committee finishes their tree inventory that they should pay special attention to power lines and possibly planting trees across the street to provide a canopy. Brad Botchlet felt these homeowners would be a good group to start with for promoting 2009 tree plantings. He suggested creating a handout to inform homeowners about the Shade Tree Committee and the street tree program, letting them know that the committee feels their

properties would be good locations for a possible street tree planting for a donation of \$25 a tree.

Lisa Boyd let Mary Dresser know that Dick Kennell will not be seeking reappointment when his term ends 12-31-2008 from the Shade Tree Committee.

8. Citizens' Comments – None.

9. Adjournment – A motion was made by Anne Harnish, seconded by Brad Botchlet and passed unanimously to adjourn the meeting at 8:25 p.m.

Respectfully Submitted,
Diana L. Hallman
Borough Clerk

December 17, 2008- Meeting Cancelled