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# Town of Shaftsbury

Municipal Offices

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## Emerald Ash Borer Committee

### Meeting Minutes

Meeting Date: 8-28-2025

**Attending:** Paula Iken, Town Administrator; Naomi Miller, Select Board Representative; Arther Whitman, citizen; David Mance III, Tree Warden; Charlie Jenks, citizen; Denny Browe, citizen; and Cinda Morse, citizen.

The first meeting of the newly appointed EAB Committee was called to order at 6:00pm by Paula Iken, Town Administrator. Members of the committee introduced themselves followed by some general discussion of the purpose and duties of the committee.

**Committee Organization:** Art Whitman was unanimously elected as one co-chair of the committee in a motion made by David Mance III and seconded by Charlie Jenks. David Mance III was then unanimously elected as the other co-chair of the committee in a motion made by Morse and seconded by Charlie Jenks. Morse volunteered to take minutes. Paula will set up Town email accounts for all members not having them and all were reminded to use the Town accounts for all communication related to EAB Committee work.

**Purpose and Duties:** A wide-ranging discussion of next steps included the following incomplete and not yet prioritized list:

- Develop a mission statement focused on community road safety eg Safely removing all ash trees on town property and within the right-of-way of Shaftsbury roads.
- Develop a report clearly outlining the purpose, goals, priorities, timeline, and budget for safely removing trees
- Complete the roadside tree inventory and enter information into a database
- Explore local and state resources including BCRC, League of Cities & Towns, BROCC, CDC, Forest Service etc.
- Determine what can be done by Shaftsbury Road Crew and what might need to be contracted out
- Ensure training and safety for Road Crew and for all aspects of this project
- Determine what equipment is needed balancing purchase or rental
- Develop clear and effective methods and materials for communication with the public
- Determine a system for marking trees recognizing priority for removal and complexity of removal
- Determine what to do with trees once cut considering consistency, fairness, and safety.

**Next Steps:** Because there is much to do and we want to start removal this winter, we will meet twice monthly to start. September Meetings are 2<sup>nd</sup> and 4<sup>th</sup> Thursdays September 11 and September 25. Our focus at the next meeting will be agreeing on a mission statement (drafts welcome), determining policies

and procedures for cutting trees (recommendations welcome), determining content needed for communication with public (conceptual not final wording), and determining issues related to use of cut wood.

**Adjournment:** Meeting was adjourned at 7:29pm in a motion made by Charlie Jenks, seconded by Morse.