



URBAN FORESTRY TREE COMMISSION MEETING

Wednesday November 30, 2022 – 6:00 P.M.

Parks, Recreation & Cemetery Administrative Office

Meeting Room A

50 Officer Manny Familia Way Worcester, MA 01605

Or

If you choose to use the WebEx platform:

- 1) Go to www.webex.com
- 2) Click the “join” button on the top right side of the screen
- 3) Enter Meeting ID#: 2308 806 6542
- 4) Enter password: Treecomm11-30

If you choose to attend via phone:

- 1) Call 1-415-655-0001
- 2) Enter Meeting ID#: 2308 806 6542

AGENDA

1. Call to Order
2. Attendance (Roll Call)
3. Acceptance of Minutes for the (Roll Call) - NA
4. To request a reasonable accommodation or interpretation or submit written comments or questions in advance of the meeting, please contact the Parks, Recreation & Cemetery Division by email at Worcestertrees@worcesterma.gov. Please note that interpretation requests must be received no later than 48 hours in advance of the meeting. Para solicitar una interpretacion razonable, o enviar comentarios o preguntas por escrito por favor comuniquese con la oficina de la Division de Parques, Recreo & Cementerio por correo electronico a Worcestertrees@worcesterma.gov. Por favor note que las solicitudes de interpretacion deberan ser enviadas 48 horas antes de la reunion.
5. Public Participation – Pursuant to Chapter 20 of the Acts of 2021 and in order to ensure active, public engagement, the City of Worcester currently allows for both in person and remote participation at the Urban Forestry Tree Commission meetings. To partake in the “Public Participation” section of this meeting, you may join us directly within the 50 Officer Manny Familia Way Meeting Room A, follow the information above to join via the WebEx application or dial the direct line as indicated. If you would like to raise your hand when in the meeting as a call-in user you may dial *3.

6. Assistant Commissioners Report (See Report Topics Below)

5. Old Business

- NA

6. New Business

- Election of Chairperson and Vice Chairperson

7. Date of Next Meeting:

- December 21, 2022
- January 18, 2023
- February 15, 2023
- March 15, 2023
- April 12, 2023
- May 3, 2023
- June 7, 2023
- September 6, 2023
- October 4, 2023
- November 1, 2023
- December 6, 2023

8. Meeting Adjourned (Roll Call)



ASSISTANT COMMISSIONER'S REPORT:

1. General:

- Urban Forestry Master Plan Update
- City of Worcester Ordinance
- Planting –
 - Spring 2022 Planting Update
 - Spring 2023 Planting Update
- Customer Service Update
 - Customer Service Contact Information 508-929-1300 &/or 311
- Forestry Informational Flyers
- Street Resurfacing Opportunities & Challenges
- Partnerships –
 - New England Botanical Garden @ Tower Hill
- Grant Applications –
 - NA
- Economic Development Initiatives –
 - NA
- Forestry Vandalism & Graffiti –
 - NA
- Donations –
 - NA
- Forestry Operations –
 - Tree City USA – NA
 - ALB (Asian Longhorned Beetle)
 - EAB (Emerald Ash Borer)
 - Arbor Day – April 28, 2023
- Budget – Operational & Capital – NA
 - Parks, Recreation & Cemetery Division – NA
 - Capital Improvement Program – NA
 - City Five Point Financial Plan – NA
- Misc.

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Or

Virtual with WebEx

ASSISTANT COMMISSIONER'S REPORT

GENERAL



City of Worcester

Department of Public Works & Parks

An Ordinance Relative to the Protection of Public Trees

Be it ordained by the city council of the city of Worcester, as follows:

Section 1. Chapter 12 of the Revised Ordinances of 2008 is hereby amended by inserting after Section 27 thereof the following new Section 28, as follows:

§ 28. Protection of Public Trees

(a) **Purpose.** The city council recognizes the importance of an urban forest and that, in the city's ecosystem, trees contribute to air quality, reduce noise and visual pollution, help to moderate climatic extremes and conserve energy. The city's public trees enhance the visual and aesthetic attributes of streets, parks and other public places for residents, businesses and visitors. The city council recognizes the role of trees in enhancing property values and the overall quality of life. The city council further recognizes that the city has suffered severe tree loss due to efforts to eradicate the Asian Longhorn Beetle infestation and the severe ice storm of December 2008. It is the purpose of this section to promote and protect the public health, safety and general welfare by providing for the regulation of the planting, maintenance and removal of public trees in Worcester, Massachusetts.

(b) **Definitions.** The following words and phrases, when used in this section, shall have the following meanings:

Park Trees - means any trees, shrubs, bushes and all woody vegetation on land lying within public parks having names and in all other areas owned by the city of Worcester and to which the public has access.

Public Shade Tree - shall have the meaning set forth in G.L. c. 87, §§ 1 through 8.

Topping - means the severe cutting back of limbs to stubs within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree.

(c) **Public Shade Trees.** No Public Shade Tree shall be cut, trimmed, or removed, in whole or in part, without the prior written approval of the tree

warden, or his/her designee, in accordance with the requirements of G.L. c. 87, §§ 1 through 8.

(1) The person requesting the cutting, trimming or removal of any Public Shade Tree shall pay the costs of advertising and notification of the hearing required by G.L. c. 87. If the cutting, trimming or removal of a healthy Public Shade Tree is approved by the tree warden, then the person requesting the same, as a condition of such approval, shall pay a fee reflecting the city's full costs related thereto.

(A) Notwithstanding subsection (c)(1) above, in light of the city's priority to establish off street parking, the fee for cutting, trimming or removal of a healthy public shade tree shall be reduced by fifty (50%) percent if such cutting, trimming or removal is deemed necessary by the tree warden to allow for the construction of a driveway and the person requesting such removal has first obtained a permit for a curb cut from the city, in compliance with the department of public works & parks permit manual.

(2) In addition to the cost of cutting, trimming or removal set forth in subsection (c)(1), if cutting, trimming or removal of a healthy Public Shade Tree is approved by the tree warden, the person requesting cutting, trimming or removal also shall pay a fee reflecting the cost of the replacement of the tree, as a condition of removal. The fee shall be established annually by the commissioner of the department of public works & parks. The cost of purchase and planting shall be determined by the diameter in inches at breast height (DBH) of the tree removed.

(3) If a healthy public shade tree is damaged, destroyed or for any reason removed without the consent of the tree warden, the individual or other entity responsible shall pay the full removal fee and the full cost of replacement, as set forth in subsections (c)(1) and (2) above, in addition to any and all applicable fine(s).

(d) *Park Trees.* No person shall plant, cut, trim, remove, or otherwise disturb any Park Tree unless that person has first obtained written permission from the tree warden. The person making such request shall be required to pay any and all costs related to the allowed activity, including the fee for the replacement tree in accordance with the subsection (c) above, as applicable.

(e) *Planting Trees.* No person shall plant any tree within the public way or the boundaries thereof, or within any city park, without the prior written permission of the tree warden. The department of public works & parks shall maintain a list of species of trees that are suitable trees for planting along streets. All trees shall be planted in compliance with the tree warden's instructions, including but not limited to the minimum distance from any curb, sidewalk, street, structure or other tree.

(1) *Planting Trees Affecting the Layout.* The tree warden, if he or she deems it expedient, may plant shade trees on land adjoining the public way at a distance of not more than twenty feet from the layout of the public way for the purpose of improving, protecting, shading or ornamenting the same; provided, however, that the written consent of the owner of such adjoining land shall first be obtained.

(f) *Authorization to Plant, Cut, Trim, Remove, Spray or Otherwise Treat Public Shade Trees.* Except as set forth expressly herein, only the tree warden, his/her designee or a contractor retained by the city, may cut, trim or remove any Public Shade Tree. The tree warden may authorize an individual or entity to cut, trim or remove a Public Shade Tree or Park Tree if said individual or entity is an International Society of Arboriculture (ISA) certified arborist and provides evidence of insurance acceptable to the city.

(1) *Topping.* Except as set forth in this subsection, no Public Shade Tree or Park Tree shall be topped. Trees damaged by storms or other causes, or particular trees under utility wires or other obstructions where other pruning practices are impractical may be topped with the prior written approval of the tree warden.

(g) *Utilities.* In compliance with the applicable franchise agreements with the city and other applicable law, the electric utility company may cut or trim tree limbs or remove trees that interfere with high voltage electrical conductors, provided said electric utility company first notifies the tree warden in writing and submits a plan for such cutting, trimming or removal acceptable to the tree warden. The electric utility company shall further submit a utility tree trimming policy that shall be reviewed by a designated representative of the electric utility company and the tree warden, or his/her designee prior to the commencement of any cutting, trimming or removal by any electric utility company.

(h) *Shade Tree Protection During Construction, Repairs, Utility Work.* Public Shade Trees and Park Trees shall be protected to the full extent feasible from damage during construction, street and sidewalk repair, utilities work above and below ground, and other similar activities. The area of protection shall include the ground beneath the canopy of the tree. Prior to commencing construction, Contractors shall obtain a permit from the tree warden including a plan acceptable to the tree warden showing how the relevant Public Shade Trees and/or Park Trees will be protected.

(i) *Removal of Diseased, Infested Trees.* As set forth in G.L. c. 132, § 13, the tree warden shall be designated as the Superintendent of Shade Tree Management and Pest Control.

(j) *Provide Support and Information to Planning Board.* In new subdivisions or when the development of commercial property occurs, the tree warden will review landscaping plans and may recommend that Public

Shade Trees or Park Trees be planted in any of the streets, parking lots, parks and other public places abutting lands to be developed and/or subdivided.

(K) *Rulemaking Authority.* The commissioner of the department of public works & parks shall have the authority to make rules and regulations necessary to implement and enforce this section.

(l) *Enforcement.* The commissioner of the department of public works & parks shall have the power to enforce this section.

(m) *Violations.* Any person who violates any provision of this section or who fails to comply with any notice issued pursuant to provisions of this section, upon being found guilty of violation, shall be subject to a fine not more than three hundred (\$300.00) dollars for each separate offense. Each day during which any violation of the provisions of this section shall occur or continue shall be a separate offense.

If, as a result of the violation of any provision of this section, a Public Shade Tree, Park Tree or other plant covered by this section located on city-owned property is damaged or dies, the cost of repair or replacement of such Public Shade Tree, Park Tree or other plant covered by this section shall be borne by the party in violation. The replacement value of trees shall be as set forth above, and the value of other plants shall be determined in accordance with the then latest revision of *A Guide to the Professional Evaluation of Landscape Trees, Specimen Shrubs, and Evergreens*, as published by the International Society of Arboriculture.

(n) *Applicability.* To the extent permitted by law, if any provision of these sections imposes greater restrictions or obligations than those imposed by any other general law, special law, regulation, rule, ordinance, order, or policy, then the provisions of these sections shall control.

Section 2. Chapter 15, Section 2(b), of the Revised Ordinances of the city of Worcester (2008) is hereby amended by inserting the following new subsection 28 at the conclusion thereof as follows:

(28) Protection of Public Trees

Enforcing Persons: Commissioner of Public Works & Parks

Penalty: \$300.00

Section 3. When inserting the foregoing sections into the Revised Ordinances of the city, the city clerk, in consultation with the city solicitor, shall have authority to revise the numbering or formatting of any section, article, chapter or similar reference to be consistent with the numbering and format of the Revised Ordinances of the city.

Section 4. These sections shall take effect on passage.



City of Worcester
Department of Public Works & Parks



**PRIVATE PROPERTY
TREE ADOPTION
PROGRAM**

**QUESTIONS AND ANSWERS
AND
APPLICATION**

In the spring of 2010, the City of Worcester will begin planting the first generation of Adopted Trees on private residential properties throughout the city.

This booklet contains the following items:

- Questions and Answers about the Tree Adoption Program
- Qualifying Criteria for Tree Adoption
- Information on the Importance of Trees
- Private Property Tree Adoption Application Form

TREE ADOPTION QUESTIONS & ANSWERS

WHAT IS THE PRIVATE PROPERTY TREE ADOPTION PROGRAM?

Worcester's Private Property Tree Adoption Program is a concept through which the city will plant trees within 20 feet of the public right of way on qualifying private properties with the property owner's written permission. The City will continue to water, mulch, fertilize and prune the tree after planting. This program is in accordance with the City of Worcester's Ordinance Relative to the Protection of Public Trees (see attached).

HOW MUCH DOES IT COST IF I WANT TO PARTICIPATE IN THE PROGRAM?

Just your appreciation and permission and a little bit of "Tree Love." The city will provide the tree and it will be planted under the direct supervision of the Tree Warden or his designee.



WHAT TYPE OF TREES WILL BE AVAILABLE FOR ADOPTION?

There will be trees that get tall and trees that stay small and trees that need lots of sun and trees that do well in the shade. There will even be trees that will help you maintain a little privacy! But rest assured there is a type of tree suited to every qualifying location. Just remember, trees can't just up and move if they don't like their surroundings so it's important to plant the *right tree in the right place*. In order for a tree to succeed in life it must be placed in a location that gives it an opportunity to succeed. The Tree Warden will evaluate each applicant's property to determine what tree is best for which location.

WHAT SIZE WILL THE TREES BE AT THE TIME OF PLANTING?

Trees will be 2 to 2.5 inches in caliper and between 6 - 10 feet tall when planted (depending on the species). We plant these sizes because it's the best combination for survival and immediate visual impact.

WHO IS ELIGIBLE TO ADOPT A TREE?

A person wishing to adopt a tree must have a suitable location on their property as defined in the 'Qualifying Criteria for Private Property Tree Adoption'. To be eligible to adopt a tree, you must be willing to satisfy and/or agree to the 'Qualifying Criteria for Private Property Tree Adoption' that is found in this booklet. You must also adhere to the 'Ordinance Relative to the Protection of Public Trees' which you will find attached.

HOW DOES ONE APPLY TO ADOPT A TREE?

All you have to do is completely fill out the 'Private Property Tree Adoption Program Application,' contained in this packet to apply. Submit the completed form to the Department of Public Works & Parks Customer Service Center before January 1 for a spring planting (March - mid June) or before July 1 for a fall planting (mid September - mid November) and then wait to be contacted.

THEN WHAT?

If you and your property meet all of the criteria for tree adoption and have signed the Consent Form, the Tree Warden will contact you regarding your qualifying status. You will then be offered a specific tree for a specific spot on your property. Once that's all agreed on, you will then be asked to sign a Consent Form and Release of All Claims. Then, Congratulations — You have adopted a tree! The Tree Warden will take care of the rest of the busy work and your new tree will be delivered and planted by the DPW&P Forestry Division.

QUALIFYING CRITERIA FOR PRIVATE PROPERTY TREE ADOPTION

In accordance with the City of Worcester Private Property Tree Adoption Program, numbers 1 through 7 must be met in order to qualify for tree adoption consideration:

1. Properties on which the city may plant an adopted tree must be owner occupied residences and located within the City of Worcester or comprise a portion of a residential planned unit development.
2. The current property owner seeking to adopt a tree shall not have incurred tree replacement fines or judgments within the last five (5) years.
3. The property owner seeking to adopt a tree must return a completed Application for Tree Adoption form to the Department of Public Works & Parks Customer Service Center for each tree sought to be adopted, by no later than January 1 for a spring planting or July 1 for a fall planting of each year.
4. The property owner seeking to adopt a tree must sign a Tree Planting Consent Form and Release of All Claims.
5. The property owner seeking to adopt a tree must have a suitable location for the adopted tree to be planted. This location must be accepted by the Tree Warden.
6. The applicant property shall not be for sale at the time of planting.



Priority consideration will be given to applicant properties where one or more of the following conditions exist:

- The required front, side, or rear yard has no existing trees
- Existing canopy trees are of a species that are at high risk to contract disease or insect infestation (i.e., Ash, Elm and/or ALB host trees)
- A commitment to tree planting and landscape maintenance has been demonstrated by the property owner by demonstrating compliance with the following property maintenance standards:
 - ◊ Existing trees and landscape beds are properly mulched
 - ◊ Existing trees and shrubs are properly pruned
 - ◊ Trees and/or perennial gardens have been installed by property owner
 - ◊ Lawn and landscape beds are mowed, weeded, and edged
- Preference will be given to trees planted in eligible locations along the southerly and westerly side of any building as these locations maximize energy conservation benefits provided by the tree.



TREES ARE IMPORTANT

Adopting a tree is not something to be taken lightly. Trees growing in urban and suburban settings have unique needs that must be met if they are to be given the best opportunity to thrive. By allowing a tree to be planted in your front yard, you will be contributing to the establishment of a legacy that will be enjoyed and benefited from by generations of city residents and visitors. Trees are valuable city assets that provide many benefits such as:



- **Trees Save Money and Energy**—trees can cut air conditioning costs by 15% - 35%. They can also slow cold winter winds and cut heating costs 10%-20%.
- **Trees Help Clean Our Air**—trees absorb gases and release oxygen for us to breathe.
- **Trees Help Clean Our Rivers and Streams**—trees hold the soil in place and reduce polluted runoff into our waterways.
- **Trees Save Tax Dollars**—trees can provide cities with reduced costs for stormwater management and improve water quality.

In order to protect these valuable assets, we need to be careful where and how we plant them. It is important that we plant the correct tree species in a suitable location. We call this planting the "right tree in the right place." Proper planting maximizes the tree's ability to mature faster and survive to the fullest extent possible. The Tree Warden will work with you to choose a suitable species to plant on your property.

● Tear along dotted line ●

PRIVATE PROPERTY TREE ADOPTION PROGRAM APPLICATION - Part 1

APPLICANT INFORMATION:

Name _____

Address _____

Home Phone # _____ Call # _____

Email Address: _____

PLANTING LOCATION INFORMATION - Circle one answer for each question

1. Is your desired planting location for the adopted tree at least 20 feet from any other canopy tree?
Yes No Don't Know
2. Is your desired location for an adopted tree at least 15 feet from any home foundation?
Yes No Don't Know
3. Is your desired location for an adopted tree at least 10 feet from any driveway or impervious surface?
Yes No Don't Know

PRIORITY CONSIDERATION INFORMATION - Circle one for each question

1. Is your front, side or rear yard completely without trees?
Yes No Don't Know
2. Is your desired location for an adopted tree on the south or west side of your house?
Yes No Don't Know

**PRIVATE PROPERTY
TREE ADOPTION PROGRAM
APPLICATION – Part 2**

I attest that I am the owner of record of the property located at

Worcester, Massachusetts and that the owner of record is in the name of

(the owner of record is the person or entity who owns title to the property as of today's date)

whose address is _____

by a deed duly recorded in the Worcester District Registry of Deeds,

Book(s) _____, Page(s) _____, and is further described by

the City of Worcester Assessor's Office as Map _____

Block _____ Lot _____

Applicant Signature

Date

**Applicants must fill out Parts 1 and 2 of this application and return to:
Department of Public Works & Parks
Customer Service Center
76 East Worcester St.
Worcester MA 01604**

Tear along dotted line



Worcester's Reforestation Program

Some people might wonder why it's important to replant trees that were lost to the Asian Longhorned Beetle. Trees are a valuable city asset and provide many benefits. Below are just a few of those benefits:

- **Trees Save Money and Energy**—trees can cut air conditioning costs by 15% - 35%. They can also slow cold winter winds and cut heating costs 10%-20%.
- **Trees Help Clean Our Air**—trees absorb gases and release oxygen for us to breathe.
- **Trees Help Clean Our Rivers and Streams**—trees hold the soil in place and reduce polluted runoff into our waterways.
- **Trees Save Tax Dollars**—trees can provide cities with reduced costs for stormwater management and improve water quality.
- **Trees Increase Property Value**—studies show homes with trees are worth 10% - 23% more than those without trees.

In order to protect these valuable assets, we need to be careful where and how we plant them. It is important that we plant the correct tree species in a



suitable location. We call this planting the “right tree in the right place.”

Proper planting maximizes the tree's ability to mature faster and survive to the fullest extent possible. It also minimizes the damage that snow and ice storms can have on home utilities.

The City Forester has completed an assessment of your neighborhood and chose a suitable species to plant on your street. The tree planting will begin soon on your street. In general, the Forester will adhere to the following guidelines:

- **Will plant trees only in the public right of way**
- **Will plant trees up to 20' behind the public right of way with the written permission of the property owner**
- **Will space trees between 25' - 50' apart**
- **Will not plant beneath overhead electric, cable or telephone lines**
- **Will not plant when underground utilities might damage the tree**
- **Will not plant near street lights to avoid creating dark areas**

Please contact us at 508.929.1300 if you have any questions or concerns.



**City of Worcester
Department of Public Works & Parks
20 East Worcester St.
Worcester MA 01604
508-929-1300**

TREE(S) WE PLANTED TODAY

- _____ Blackgum
- _____ Cherry
- _____ Crabapple
- _____ Dogwood
- _____ Ginkgo
- _____ Honeylocust
- _____ Linden
- _____ Pin Oak
- _____ Red Oak
- _____ Serviceberry
- _____ Sweetgum
- _____ Tulip Tree
- _____ Other



Planted by
City of Worcester
Department of Public
Works & Parks

THANK YOU!

Thank you for your help with this very important reforestation program. Your contribution of watering and protecting your new tree will ensure that the tree will have the best possible chance of survival.

ENJOY YOUR NEW TREE!



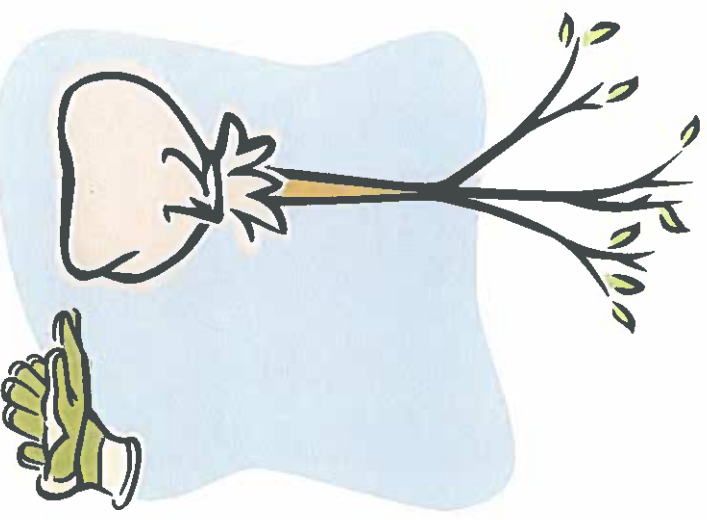
City of Worcester
Department of Public Works
& Parks

20 East Worcester St.
Worcester MA 01604

Phone: 508.929.1300

Email: dpw@worcesterma.gov

HOW TO CARE FOR YOUR NEW TREE



City of Worcester
Department of
Public Works
& Parks



If you have questions about
your new tree please call
Customer Service at 508.929.1300

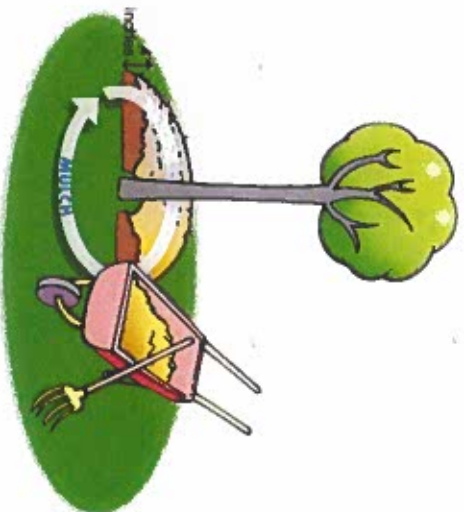
CARING FOR YOUR NEW TREE

WATER YOUR TREE



- Water your tree twice a week. Use 5–10 gallons of water each time.
- Water an additional day if the weather is hot and dry.
- Allow the water to slowly soak into the ground. You can create a “soaker” by poking holes in the bottom of plastic milk jugs and placing them around the tree and filling them with water.
- Continue watering your tree regularly for 2 years. This is especially important in hot summer months.

MULCH YOUR TREE



- Mulch around the trunk. Keep mulch 4”–6” away from the bark.
- Apply mulch no thicker than 2”.
- Rake away old mulch before applying new mulch every year.

For more information

about the

Asian Longhorned Beetle

visit www.beetlebusters.info

PROTECT YOUR TREE



- Use care when mowing or trimming near your tree.
- Do not tie ropes, chains or other materials around your tree. It can damage or kill your tree.
- Do not plant flowers or other plants (including grass) in the root zone of your tree. These create competition for water and nutrients.
- If your tree has stakes, you can remove them after a full growing season.

Tall trees, such as:
maple, oak, spruce,
and pine

Plant the right tree in the right place

Plant taller trees away from overhead utility lines

