



Tree Board

MEETING MINUTES

Regular Meeting – January 23, 2025, 6pm

Amherst Town Hall – Room across from Supervisors Office – Council Room 2(CR2)

- I. Call to Order – W. Wilson: 6:05pm
- II. Roll Call – E. Graczyk:

Wendy Wilson, Chair – In Attendance
Dan Delano, Member - Absent
Barbara Burke, Member - In Attendance
Kyle Townsend, Member - In Attendance
Jeff Szatkowski, Town of Amherst Landscape Architect - In Attendance
Dominic Creamer, Town of Amherst Forester -Absent
Shawn Lavin, Town Board Liaison - Absent
Elizabeth Graczyk, Resource Coordinator – In Attendance

Quorum met.

III. Agenda Items

- a. Administrative Items
 - i. Set meeting schedule for 2025
 - February 20, 2025*
 - March 20, 2025*
 - April 27, 2025 (seedling planting, not a regular meeting)*
 - April 17, 2025*
 - May 15, 2025*
 - June 19, 2025*
 - September 18, 2025*
 - October 16, 2025*

Board would like to send liaison an invitation to change a meeting date above so they are able to attend an upcoming meeting. Chair W. Wilson will send an email.

- b. Current Business
 - i. CTMP Status – *Presentation of draft resolution J. Szatkowski. Board members voted to approve the draft resolution with changes – K. Townsend motions to approve draft resolution with changes, B. Burke seconds the motion. Motion*

carries. See attached. Resource member will process the draft resolution to the board liaison and other staff.

ii. Community Education & Outreach – Continued discussion –

- a. Speakers' Bureau – B. Burke. *Discussion of outreach and one-pager/topics for presentation. B. Burke presented an outline of the proposed community outreach program. Members discussed breaking down different sections of the proposed program to prepare a presentation to be used for various speaking and community education outreach opportunities. Sections are listed below. Each member will prepare 3-5 slides to contribute to the group presentation. Resource member, J. Szatkowski, and D. Creamer will review presentation slides:*

1. *Establishment of Tree Board – Mission Statement and Summary – Wendy Wilson*
2. *Activities and outreach – Wendy Wilson*
3. *Tree City USA and Community Forestry Management Plan – Jeff Szatkowski and Dan Delano*
4. *Loss of Tree Canopy – October Storm – Barbara Burke*
5. *Native Trees – Kyle Townsend*

- b. Partnership with Buffalo State College Arboretum speaker series – W. Wilson. *W. Wilson will continue to engage and develop relationship with this organization.*

iii. 2025 Initiatives – Seedling giveaway

(30 White Birch, 30 Quaking Aspen, 30 Pin Oak, and 30 Tulip) – E. Graczyk will work with liaison to place order and coordinate pickup and temporary planting.

Amherst Tree Seekers

Resource member will send group the outline for this program.

Resource member will reach out to town attorney to discuss establishing a placeholder/informational social media page

Members request to ask D. Creamer to invite Jeff from AJ Trees to attend next meeting.

Members agree to send short bio paragraph to include in the outreach press release.

iv. Tree City USA Status– J. Szatkowski – *Approved.*

v. 2025 Grant Initiatives – E. Graczyk

vi. Amherst State Park – Master plan and fruit tree grant program. Opportunity for Tree Board to work with State – *E. Graczyk will continue to work on this.*

vii. Brush-off stations – Discussion on invasive species in parks and effect on trees – K. Townsend. *Missing brush from station at Amherst State Park. Would also like to request a station be placed at Walton Woods Park. E. Graczyk will reach out to PRISM.*

c. New Business

- i. *Conversation about non-native Bradford Pear trees in the Town of Amherst.*

ii. Scheduling a park cleanup day at Walton Woods Park – public cleanup day, volunteer requirements, etc.

F. Public Expression (3 minutes per speaker). *No speakers or guests present.*

G. Upcoming Meetings – *February 20, 2025 (Time and location TBD)*

H. Motion to adjourn. *Motion from Kyle Townsend to adjourn, second from W. Wilson. Motion carries, meeting adjourned – 7:37pm.*