

**Town of Berryville**  
Berryville-Clarke County  
Government Center  
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**BERRYVILLE TREE BOARD  
ORGANIZATIONAL MEETING**

Wednesday, January 3, 2018 - 7:30 p.m.  
Berryville-Clarke County Government Center  
101 Chalmers Court – **AB Meeting Room** – Second Floor  
Berryville, Virginia

**AGENDA**

1. **Call to Order** – Christy Dunkle, Planner
2. **Election of Officers**
3. **Approval of Minutes** – November 1, 2017
4. **Resource List**
5. **Discussion of other projects**
6. **Other**
7. **Adjourn**

**Patricia Dickinson**  
*Mayor*

**Harry Lee Arnold, Jr.**  
*Recorder*

**Donna Marie McDonald**  
*Ward 1*

*Council Members*  
**Allen Kitselman, III**  
*Ward 2*

**Erecka L. Gibson**  
*Ward 3*

**David L. Tollett**  
*Ward 4*

**Keith R. Dalton**  
*Town Manager*

**BERRYVILLE TREE BOARD**  
**Berryville-Clarke County Government Center**  
**MEETING MINUTES**  
**November 1, 2017**

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A meeting of the Berryville Tree Board was held on Wednesday, November 1, 2017 at 7:30 p.m. in the Berryville – Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

**ATTENDANCE:** Members present: Kathy Birch, Bryant Condrey, Kara Rodriguez

Members absent: Julie Abrera, Sharon Strickland

Staff present: Christy Dunkle, Assistant Town Manager/Planner

Press present: none

Chair Condrey called the meeting to order at 7:32pm.

**APPROVAL OF MINUTES**

Ms. Rodriguez moved to approve the minutes of the September 6, 2017 meeting, seconded by Mr. Condrey, the motion passed by voice vote.

**PROJECT DEVELOPMENT – Hogan’s Alley**

Chairman Condrey identified Ms. Abrera as the chair of Berryville Main Street’s Design Committee and said that he had spoken with her about the project. He said that Ms. Abrera indicated that BMS will be taking the lead on the project and it is likely that nothing will be moving forward until the spring. Chair Condrey said that the Tree Board can assist by getting requests through Council. Ms. Birch asked about funding for the project. Ms. Dunkle said that she has been working with Berryville Main Street Board President Patty Maples on a grant for the project. She said that the grant award is \$7,000 and explained the funding and process. There was a discussion about a letter of support from the Tree Board. Chair Condrey requested that staff write a draft for his signature.

Chair Condrey said that due to the timeframe for the alley project, other items on the list should be started over the winter months. Ms. Rodriguez agreed and there was a discussion on activities that could take place including the development of the resource list for the Town’s web site and discussing priorities with the Community Improvements Committee. Chair Condrey said he would contact Ms. McDonald to identify projects that they might want to discuss with the Tree Board.

Ms. Rodriguez asked whether the winter was a good time to conduct a tree canopy assessment. There was a discussion about assessment through satellite imagery, a tree variety survey, and costs for such tasks. Ms. Rodriguez said she would contact Blandy to discuss the possibility of a project with staff and students.

Ms. Rodriguez recommended that resource lists be compiled by Tree Board members and links sent to Chair Condrey and staff.

**Virginia Conservation Assistance Program Grant**

Ms. Dunkle said that Mrs. Dickinson had requested that the information be presented to the Tree Board. There was a discussion about the Page Street median and the grant parameters. Chair Condrey suggested that the grant information be forwarded to Homeowners' Associations adding that he did not want to pursue the grant for the median. He said the link containing the information be included in the resource list for the Town's web site. Ms. Rodriguez suggested discussing Page Street with the Community Improvements Committee. There was a discussion about the physical nature of the median; aesthetics; responsibility for maintenance of the area; and other planting options including ornamental grasses that may be appropriate in this area. Ms. Rodriguez said that this median project is on Mrs. Dickinson's wish list.

**Adjourn**

There being no further business, Ms. Rodriguez made a motion to adjourn the meeting, seconded by Chair Condrey, the motion passed by voice vote at 8:07pm.

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Bryant Condrey, Chair

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Christy Dunkle, Recording Secretary

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Mr. Condrey requested that Board members identify resources to post on the Town's web site for tree maintenance and other tree-related information. Ms. Rodriguez contacted Blandy to determine their interest in assisting with a tree canopy survey in Berryville and forwarded the following links for consideration:

**Virginia Department of Forestry**

Woodstock, VA

Phone: 540.459.3151

FAX: 540.459.5331

<http://www.dof.virginia.gov/locations/clarke.htm>

**Clarke County, VA Environmental Information for county residents**

<http://clarkecounty.gov/government/planning-and-zoning/environmental-information.html>

**Blandy Experimental Farm**

[www.blandy.virginia.edu](http://www.blandy.virginia.edu)

**Virginia Cooperative Extension - Clarke County**

<https://clarke.ext.vt.edu/>

**Berryville Main Street**

[berryvillemainstreet.org](http://berryvillemainstreet.org)

**Piedmont Environmental Council - Clarke County**

<https://www.pecva.org/our-region/clarke>

**Virginia Department of Conservation and Recreation**

[dcr.virginia.gov](http://dcr.virginia.gov)

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***November 1, 2017 Staff Report***

Chair Condrey recommended discussion of previously identified projects at this meeting. These include the following:

- Entrance beautification;
- Canopy survey;
- Partnerships and programs;
- Develop an adopt-a-tree program;
- Create a resource list for the Town's website;
- Apply for Tree City USA designation;
- Tree variety survey; and
- Create a resource list of local volunteer organizations (Habitat for Humanity, Master Gardeners, churches, scouts) and projects that would be appropriate for the respective group.

**Recommendation**

Discuss at the meeting.