

**City of Oxford Tree Board  
Meeting Minutes  
February 3rd, 2022**

**Opening**

Be it known that the City of Oxford Tree Board did meet in regular session on Thursday, February 3, 2022 at 11:00am by phone/video conference with the following present:

**Tree Board:**

Cowan Hunter, *Co-Chairman*  
Hume Bryant, *Co-Chairman*  
Ed Croom  
Bill Freeman  
Mary Hartwell Howorth  
Wend Stewart

**Representatives of the City of Oxford:**

Mark Levy, Special Projects Director  
Ben Requet, Director of Planning  
Greg Pinion, Building and Grounds Superintendent  
Megan Baker, Building Administrator

**Call to Order**

The meeting was called to order at 11:00am.

**Approval of the Agenda**

Commissioner Cowan Hunter removed an item from the agenda:

1. Approval of January 2022 Meeting Minutes

Commissioner Cowan Hunter moved to approve the agenda. Commissioner Ed Croom seconded the motion. All commissioners voted aye; the motion passed.

**Departmental Issues and Reports**

**1. Buildings and Grounds**

- a. *Assistance to property owners, hazard trees, etc.*

Greg Pinion stated that there have been no removals and no update on this matter.

*b. Upcoming tree maintenance, plantings, etc.*

Greg Pinion reported tree maintenance and trimming was the only upcoming matter he is aware of at this time.

## **2. Planning**

*a. Pending/upcoming development issues, mitigation. etc.*

Planning Director Ben Requet stated that his department had roughly 20 projects in progress and 6 of those involved mitigation or removal of trees. Ben stated that most of these projects took place in residential developments. He also stated that they would try to reserve the trees because of the value to the home they bring. Commissioner Cowan Hunter added that he would send a detailed file to board members regarding this matter.

*b. Update on vacant planner position*

Ben Requet stated that the planning position is still vacant and the search is still active for the right fit.

## **3. Engineering**

*a. Update on Price Street tree project*

Mark Levy gave a brief update on the plan for Price Street. The plan is to wait to move forward with this in the Fall. The City will re-quote the project at that time.

## **Business**

*a. Report on SGSF Meeting*

Cowan stated that the meeting was successful. He presented how the Tree Board was established in Oxford and the evolution that has taken place.

*b. Rotary Club Collaboration update*

There has been no update on the Rotary Club collaboration.

*c. Green Grove Arborist project update*

Cowan stated that meetings with department heads have already taken place and the project was moving along well.

*d. Consider participation in the annual UM Big Event*

Commissioner Mary Hartwell Howorth suggested a path from the bus stop on University to the Community Garden with possible fruit trees.

Commissioner Cowan Hunter makes a motion to participate in the UM Big event with a location to be determined. Bill Freeman seconds. All members voted aye; the motion passed.

### **Adjourn**

Cowan Hunter made a motion to adjourn. Ed Croom seconded the motion. All members voted aye; the motion passed.

The meeting was adjourned at 12:00 pm.