

**Shepherdstown Tree Commission Minutes**  
**Thursday, August 14, 2025 at 6 PM – – Town Hall**

Members present: Linus Bicker, Robin McGrorty, Charlotte Baker-Shenk

Absent: James Dillon

Visitors: none

**Approval of July 10, 2025 minutes**

Robin moved to approve the draft tree recommission minutes of July 10, 2025. Approved unanimously.

Robin reported he has only 1 more week of working for Viking. So then he will no longer need to recuse himself regarding any Viking concerns.

**Unfinished Business**

Town Hall sugar maple. Tree commission approved removal and replacement due to decline.

**Sage Place Tree Wells**

Town staff purchased mulch bags which were distributed at each tree well and around the circle. Linus moved to approve the bid from Ecological Services to purchase the 9 flats of *Carex woodii*, as was previously approved as a course of action by Tree Commission. Linus will contact Ecological Services to proceed with procurement. Charlotte will contact Green is Great for a bid to plant the 50 plugs per tree well and offer an estimate on the length of time needed for this fall planting.

Trees #1061, 1062 — Viking has completed this work.

103 E New – Viking completed removal.

307 W. German— Viking will remove the branch touching the roof.

306 West German – Pruning Completed.

410-412 East German – – Linus will coordinate with Viking for removal of tree due to decline.

207 S. King – Pruning complete with one hazard limb still remaining. Linus to coordinate with Viking for action.

309 W. German (red oak)—

Linus will ask Trees 101 to inspect for bacterial leaf scorch.

Linus will ask Viking to take a photo of the tree now so can see where the die back is occurring. Then during dormant season, we plan to prune the tree to remove any of the die back limbs in the crown, etc.

210 W. New Street— Viking has completed this pruning work.

## **New Business**

Jim Auxer has requested #276 be pruned. Linus will ask Viking for a bid.

Driver visibility concern for stop sign at SW corner of Duke & German. Linus will ask Jamie to do this work.

Request from E. Cassel at German & Princess— says the Japanese lilac tree has some dead branches. Robin will assess tree.

Watering of new trees during this drought. Linus will water the new trees as needed. Slow water, several gallons per tree.

State forestry grant funding - October 1 begins the awarding period for the demonstration grants. Any work on this new grant application needs to begin after October 1. Linus will rewrite the grant application for this next cycle.

### **Bartlett Arborscope**

Linus received online acknowledgment of our renewal application. We discussed pushing out the renewal into October so we could include that cost in the grant.

Fall planting. Robin and Jamie will create the tree recommendation list.

Possible site: 213 and 216 West German— will need to address infrastructure. Linus will contact Public Works about re-creating the tree well at 216, perhaps moving at 15 feet further west.

Robin will talk with Jamie concerning recommendation for the sugar maple and also for the Bistro Hawthorn.

Concerning 213 West German: Linus will coordinate with Ecological Services about previous bid for addressing infrastructure.

335 W. German (now just a stump there which needs deep grinding and removal, then add soil)

337 W. German

327 W. German - requires removal and has a hydrant nearby that will need to be assessed.

314 W German - consider for smaller tree due to telephone pole and signage.

310 W. German – potential for 3-4 smaller tree species

Summary — proposing 10 new trees

Replace Town Hall sugar maple

Bistro Hawthorn

216 W. German

213 West German

335

337

310-314 (4 trees)

Robin will check with Jamie and James on species recommendations. Also check with Sunny Meadows on availability. If need timely ordering, then Linus will call a special meeting of the commission.

Meeting adjourned at 7:45 pm