

Shade Tree Commission Meeting Minutes

December 8, 2025

Commission Chairman Scott Nichols called the regular meeting to order at 8:30AM in the Council Meeting Room of the Borough Office at 14 Crafton Street. The pledge of allegiance was recited by all.

Attending were Commission Members Brian Kennedy, Vicki Fox, Tim Morey, Tyler Upham, Borough Manager Louis Rachiele, Administrative Assistant Tiffany Thomas, and Mr. George Loughery from 15 King St.

Commission Member Tim Morey made a motion to approve the minutes of the October 13, 2025, meeting. The motion was seconded by Brian Kennedy and carried.

Public Comments on Agenda Items – None

Application for Tree City USA – Commission Member Brian Kennedy stated the submission for this application is due in February, however, hopes to have it completed by end of December. This application is an annual application.

Master Gardner Tree Tour – Commission Member Brian Kennedy presented to the Commission the completed Tree Tour sign to be placed in the Spring in the mulch bed next to the Chamber of Commerce building. Amanda Roberts from Mansfield University designed the sign, and Gehman Iron created the signpost and made it fit Wellsboro HARB standards. Daria Guelig is creating the guided tree tour of Wellsboro. Once established visitors and local people will be able to scan a QR code on the sign with their smart phone and have a guided walk around Wellsboro to learn more about the trees planted.

Fall Planting Wrap Up – Commission Member Brian Kennedy stated that the Fall Planting was a success with 20 trees being planted and having 19 students available for the plantings. Only two trees couldn't be planted due to a stump and infrastructure around area, however, suitable alternate locations were found. Commission Member Tim Morey stated some things to improve next year would be to have an adult with each group of students to help with questions, guidance, and to keep students on task. Commission Member Tyler Upham offered next year to go to the schools the day before the plantings to give better instruction on how to plant trees and what to do and not to do. The Commission thought this was a good idea. Commission Member Tim Morey also brought up the possibility of enlisting other schools and their Agriculture students to give them experience. Enlisting other schools would offer more help during the planting process, give the students leadership skills, and experience in planting and learning about different trees. This would be something that would need to be explored more with the Borough Council before going forward. He also questioned having the students add the trees to the TreeKeeper database. Commission Member Brian Kennedy did share that some students showed good leadership skills.

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B&B Delivery from Halka – Balled & Burlapped Trees for the sidewalk project on Main Street from Halka Nursery in NJ have been delivered. Recognition was given to Jake West for making the trip to pick up the trees, which saved the Commission money on having them shipped. Recognition was also given to Chris Hume from Hume's Bloom for all his help during the planting of the trees. A great deal was learned during the course of the sidewalk project. The project started by removing some Sophoras to make clearance for curb forms, then a Sophora tree was identified to selectively remove some roots to save it, then the Hawbaker crew indicated that they could successfully work around the roots of the last Sophora near Pop's Culture Shoppe. A couple additional Triumph Elms were removed due to perceived sidewalk damage caused by roots. There will be a Princeton Elm planted at the United Methodist Church on the corner of Main and Queen, and another planted in front of Beck's Bistro. Other trees planted were Lace Bark Elm, and Sophora's. Commission Member Brian Kennedy plans to write a public relations piece for the Wellsboro Gazette for this sidewalk project and tree planting effort.

Spring 2026 Planting – Commission Member Brian Kennedy will work on this plan to continue the replacement of the Callery Pear trees removed around the Wellsboro Borough area.

DCNR Canopy Grant Update (including Tree Inventory) – Commission Member Brian Kennedy stated the Commission is in good shape for this grant. One hurdle has been the tree bids for Borough Streets and Penn Dot Streets. Three bids were sent in and had varying price ranges. The winner of the bids were Dincher & Dincher out of Williamsport, PA. The next step is to contact homeowners to discuss the costs. The primary contributor to the match requirement of the grant is the cost and time spent conducting our tree inventory (i.e. Ethan's efforts to gather information into Google Maps and our efforts to transfer that to DCNR's preferred recording software, TreeKeeper.) Tim Morey would like to see the Google & TreeKeeper database kept up to date so it doesn't fall behind.

Balance of Funds – The Commission has spent 50% of its budget thus far with some outstanding bills.

Hazard Tree Requests – One removal request from Mr. George Loughery from 15 King Street. The tree requesting to be removed is the Hickory Tree that has been a discussion topic for months due to the need to fix the sidewalk around the tree. Every avenue to save the tree has been exhausted and Mr. Loughery is ready to have the tree removed due to cleanliness of the tree and the sidewalk that needs replaced. The request was approved. The Commission did advise Mr. Loughery that the cost would be his to pay, however, the Commission would provide \$350.00 towards the removal. Mr. Loughery is looking for recommendations on what to plant next as he'd like native trees not foreign trees planted. A plan will be made once the tree is removed as to what to do

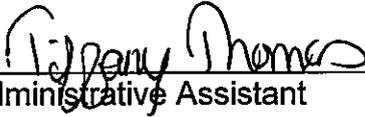
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next. The Commission did say the planting wouldn't be until the sidewalk was completed so that would be sometime in the spring or fall of 2026.

Discussion – This was Vicki Fox's last meeting, as she is retiring from the Commission. The Commission thanked Vicki for her many years of service and commitment to the Commission. Commission Members gave recommendations for Vicki's replacement of Brett Mengee, and Erin Leonard. Letters of interest will be requested by the Commission from the two candidates and will be submitted to Borough Council for approval to be put on the January agenda.

Adjourn – Commission Member Tim Morey made a motion to adjourn at 9:15AM. The motion was seconded by Commission Member Vicki Fox. The next Shade Tree Commission meeting is on January 12, 2026 @ 8:30AM.

Minutes respectfully submitted by


Administrative Assistant