

Tree Committee and Tree Warden Action Items

Priorities: Immediate (I)=within 1 year; Short-Term (ST)=1-3 years; Mid-Term(MT)=3-5 years; Long-Term(LT)=5-10 years

NOTE: Priorities may have two time frames and they may start in the shorter time frame, but take longer to complete.

#	Goal Actions	Primary Entity	Subentity(ies)	Evaluation Metrics	Priority	Status July 2022
G1-26	Identify and encourage conditions that attract and support Black, Indigenous, and People of Color population.	Selectboard	Administration, All entities	Process for identifying issues concerning BIPOC population and for monitoring the experience of Town services across all demographics. Process for identifying challenges and addressing them. Change in Town demographics. Change in diversity of people participating in civic life.	ST/MT	
G1-31	Foster Town engagement with college/university personnel and consultants to provide special expertise.	Administration	Other entities as appropriate	Number of personnel used. Type and effectiveness of services provided.	ST, MT, LT	
G2-13	Work with other Town entities to create and implement a plan to maintain viewsheds that currently exist.	Planning & Conservation Department	Department of Public Works, Historical Commission, Tree Committee and Tree Warden	Date plan approved. Number of views maintained.	MT	
G2-25	Coordinate resources for protection against wildfire, given climate change such as physical improvements as well as public education.	Fire Districts #1 and #2	Conservation Commission, Department of Public Works, Planning Board, Police Department, Tree Warden	Date of inventory of current policies re: management of forest lands, resource sharing, regional coordination, emergency protocols. Date new policies adopted. Impact of new policies.	ST/MT	
G3-3	Develop an urban forestry plan for public shade trees, including a management plan to improve the health of existing shade trees and a plan to increase the urban forest canopy.	Planning & Conservation Department	Department of Public Works, Tree Committee, Tree Warden	Date plan developed. Date plan adopted. Number of trees planted. Change in health for each tree.	ST/MT	
G3-4	Assess tree health; prune or remove hazardous trees.	Tree Warden	Tree Committee , Department of Public Works	Number of trees removed. Number of trees replaced.	ST/MT	
G3-14	Incorporate addressing climate change/resiliency into routine permitting and operations.	All Boards and Committees		Date new mandate adopted. Changes to Zoning or subdivision regulations adopted. Impact on projects.	ST	
G3-15	Work with Town administration and neighboring towns to consider adoption of Zero Net Carbon goals, tree planting, requiring energy efficiency standards with new construction (particularly municipal) electric charging stations, solar on existing structures, etc.	Planning Board	Administration, SHELD, Sustainability & Energy Commission, Tree Committee, Tree Warden	Date goals adopted. Number of projects affected.	ST	
G3-24	Work with boards and committees to produce videos to welcome new members and give them a brief overview of responsibilities.	SHCTV	All boards and committees	Number of videos. Number of boards and committees participating. Feedback from viewers.	ST	
G3-25	Encourage people of diverse backgrounds to run for boards and/or apply for committees to ensure broad representation of all residents in government functions.	All boards		Number of candidates identified. Number of candidates elected. Change in demographics of candidates.	ST/MT	
G3-34	Attend relevant meetings of Conservation Commission, Planning Board, the Bike/Walk Committee and other Town committees.	Tree Committee and Tree Warden	Department of Public Works	Number of meetings attended. Identified outcomes (e.g. shared information, joint projects).	I	
G3-35	Develop an inventory of public mature shade trees throughout the town. Record the location and condition status of each tree. Develop recommendations for new trees, locations and cost estimates for funding.	Tree Committee and Tree Warden		Date inventory developed. Availability to others. Number and types of use of the inventory. Date budget developed. Number of sources of funds identified. Amount sought. Amount raised.	ST	

G4-1	Create working groups of staff and committee and board members to meet regularly around common priorities to identify and work together toward shared objectives.	All boards, committees, and departments	Administration, Selectboard	Date working group created. Number of shared priorities identified. Number of group actions being pursued. Number of actions completed.	ST	
G4-4	Improve inter-departmental communications within the municipality and to the public.	Administration	All departments	Number and types of communications. Feedback from residents and business owners.	ST/MT	
G4-5	Provide professional development for all departments and committees as appropriate to improve skills in website content development and presentation.	Administration	All departments	Date provided. Number of participants.	ST/MT	
G4-8	Create a central resource directory on the Town website for all listing and linking to all current plans, reports and key data.	Administration	All boards, committees, and departments	Date resource created. Relevance of information provided. Use of information.	ST/MT	
G4-13	Prior to Town Meeting, review proposed bylaws as to legality, consistency with other bylaws, and alignment with the goals of this Master Plan Update and make recommendations for action (recommend or not recommend) to the Selectboard and Town Meeting.	Bylaw Review	All other boards and committees	Date(s) bylaws reviewed. Number of committees and/or proposers consulted. Recommendations made. Votes by Town Meeting.	ST/MT	
G4-22	Post articles in area newspapers, Town's website and social media.	All boards and committees		Number of articles posted. Number of responses or other feedback.	ST/MT	
G4-27	Work with boards, committees and departments to identify baseline data for impact evaluation and standard metrics, as appropriate.	Master Plan Implementation Committee	All boards, committees, and departments	Date baseline data identified. Schedule for collection of baseline data. Date(s) data collected.	MT	
G4-28	Work with boards, committees, and departments to monitor progress towards goals using metrics recommended in this Master Plan Update, as appropriate.	Master Plan Implementation Committee	All boards, committees, and departments	Identify schedule and process for monitoring. Feedback from boards etc. as to usefulness. Dates of progress updates to Selectboard, Planning Board, and Town Meeting.	MT/LT	
G4-29	Work with Town Administrator, Planning Board and Selectboard to determine whether there are additional reporting mechanisms that should be put in place, for example to flag an urgent issue.	Master Plan Implementation Committee	Administration, Planning Board, Selectboard, All Departments	Date additional reporting mechanisms identified. Number of users. Feedback on effectiveness.	ST/MT	
G4-36	Collaborate with Tree Committee and Tree Wardens in other towns in the region to share information and form project partnerships.	Tree Committee and Tree Warden		Number of opportunities for collaboration. Number of joint projects completed. Impact of joint projects (e.g. more trees planted, cost savings, other).	ST/MT	