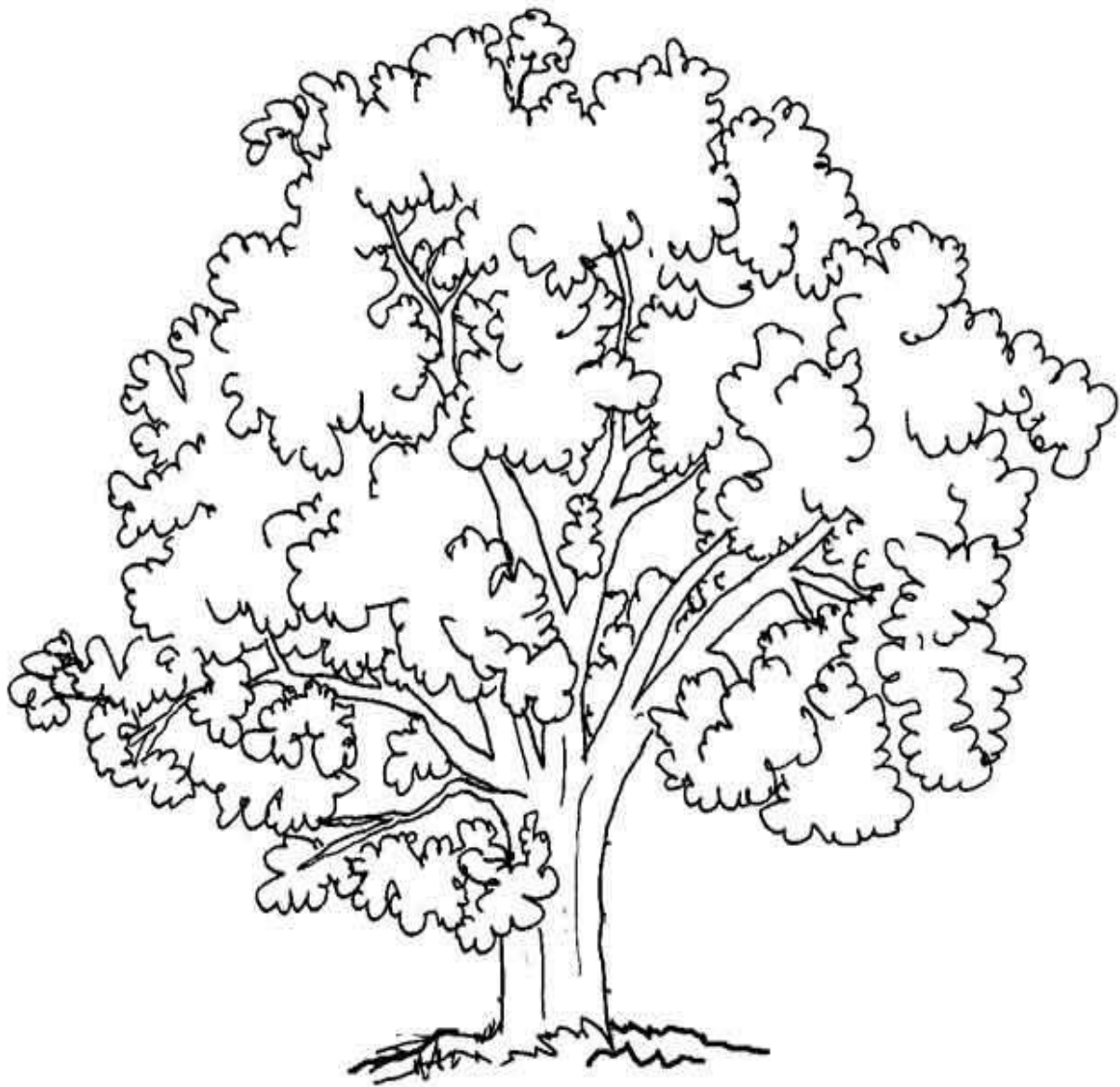


# TOWN of LONGMEADOW TREE MANUAL

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**Town of Longmeadow, Massachusetts**  
**TREE MANAGEMENT MANUAL**

**TABLE OF CONTENTS**

<b>Section</b>	<b>Page</b>
<b>I. PURPOSE</b>	<b>4</b>
<b>II. GOALS</b>	<b>4</b>
<b>III. ENABLING LEGISLATION</b>	<b>4</b>
<b>IV. JURISDICTION OF TOWN BOARDS AND DEPARTMENTS</b>	<b>4</b>
A. JURISDICTIONS	4
B. TREE REMOVAL – STATUTES	5
C. DONATING TREES TO THE TOWN	5
<b>V. TREE PLANTING</b>	<b>6</b>
A. TREE SELECTION	6
B. PUBLIC TREE SITE SELECTION	6
C. PUBLIC TREE PLANTING	7
D. PRIORITIES FOR TREE PLANTING LOCATIONS	7
E. OFF-TREE BELT PLANTING ON PRIVATE PROPERTY	7
F. SPACING OF STREET TREES	8
<b>VI. PLANTING GUIDELINES</b>	<b>8</b>
A. SITE PREPARATION	8
B. PLANTING DIRECTIONS	9
<b>VII. MAINTENANCE SPECIFICATIONS FOR PRUNING</b>	<b>9</b>
A. GENERAL REQUIREMENTS FOR PROPERTY OWNERS / PRIVATE CONTRACTORS	9
B. ADDITIONAL REQUIREMENTS FOR PROFESSIONALS	10
C. AUTHORIZED TYPES OF TREE PRUNING	11
<b>VIII. TREE PROTECTION DURING CONSTRUCTION</b>	<b>11</b>
A. GENERAL GOAL OF SAVING LIVING TREES	11
B. PROTECTION REQUIREMENTS	12
<b>IX. INVASIVE SPECIES — IMPACT ON PUBLIC LANDS</b>	<b>13</b>
<b>X. SOURCE MATERIAL</b>	<b>14</b>
<b>XI. PUBLICATION INFORMATION</b>	<b>15</b>

<b>Appendix A - RECOMMENDED TREES</b>	<b>16</b>
<b>Appendix B - LONGMEADOW BYLAWS</b>	<b>19</b>
<b>Appendix C - MASSACHUSETTS GENERAL LAW - CHAPTER 87: SHADE TREES</b>	<b>22</b>
<b>Appendix D - MASSACHUSETTS GENERAL LAW - CHAPTER 40: SCENIC ROADS</b>	<b>26</b>

## **I. PURPOSE**

This Tree Management Manual is the approved standard for tree care in Longmeadow. Its purpose is to set forth details of current standards and practices for arboriculture and shall apply to work done by town employees, developers, builders, contractors and private individuals. It should be reviewed and updated by the Tree Committee regularly.

## **II. GOALS**

The goals of the Town of Longmeadow are:

- A.** To encourage both professionals and amateurs to plant and maintain trees correctly.
- B.** To achieve close cooperation between the Tree Warden, all town departments and private developers on matters that affect Longmeadow's trees in order to preserve and improve the tree canopy in Longmeadow.
- C.** To continue a tree-by-tree inventory on public land with information about location, species, size and health of each tree in a database that can be updated on a regular basis. This will be the foundation for current maintenance, future planting and management plans.
- D.** To replace trees lost during the preceding year on at least a one-for-one basis.
- E.** To submit an annual budget for planting replacement trees.
- F.** To promote selective natural regeneration of hardy native trees within the right of way, on town conservation lands, parks, and other public spaces.
- G.** To encourage private funding as a supplement to the tree budget. These sources include specific Longmeadow trust funds available for public tree planting, such as funds specific to park or conservation lands, commemorative tree planting, state grants, and individual, neighborhood or corporate fund raising.
- H.** To institute a town-wide education program about trees ranging from periodic newspaper articles, publicity on tree-related events such as Arbor Day and Tree City USA recognition, tree walks, inserts in town-wide mailings and coordination with school curricula.

## **III. ENABLING LEGISLATION**

The following provisions of law regulate and affect public trees in Longmeadow, and set forth the duties of the Tree Warden:

Massachusetts General Laws, Chapter 87, (Shade Trees) Sections 1-13

Town of Longmeadow Bylaws that apply to functions of the Longmeadow Tree Warden

## **IV. JURISDICTION OF TOWN BOARDS AND DEPARTMENTS**

### **A. JURISDICTIONS**

#### **1. The Tree Warden**

The Tree Warden shall be responsible for all public shade trees in Longmeadow, as defined in MGL. Chapter 87 Section 1, which states that "All trees within a public way or on the boundaries thereof ... shall be public shade trees". This is understood to include any tree whose trunk flare intersects the edge of the right of way at grade, regardless of where the center of the tree is located.

The Tree Warden shall also be responsible for all trees on property owned or controlled by the town, not on the public way, if such responsibility is assigned to the Tree Warden in writing by the Town Manager or Select Board.

The Tree Warden shall initiate and supervise the selection, planting and maintenance of the town's street trees.

## 2. Department of Public Works, Engineering

Planting shall be coordinated with future town projects including betterments, sidewalk improvements, street construction, schools and school renovations, Senior Centers, libraries, public works facilities, recreation facilities and other municipal buildings and facilities. The Department of Conservation and Recreation (DCR) guidelines recommend that a minimum of 2% of the street/curb/sidewalk construction budget be for tree planting.

## 3. Town Commissions, Committees and Entities

The following shall also consult with the Tree Warden and Tree Committee and follow the standards and procedures set forth in this Manual.

- a. Longmeadow Select Board
- b. Board of Zoning Appeals
- c. Planning Committee
- d. Finance Committee
- e. Parks and Recreation Committee
- g. Historic Districts Commission
- h Longmeadow Historical Society
- j. Conservation Commission
- k. School Committee
- l. Utility companies

## B. TREE REMOVAL

### 1. Public Tree Removal

If violations occur, interested parties may contact the Tree Warden.

## C. DONATING TREES TO THE TOWN

### 1. Planting trees on public land

Any person seeking to plant a tree on public land under the jurisdiction of the Tree Warden must obtain written permission from the Tree Warden.

### 2. Gift of tree-planting funds

The Town of Longmeadow welcomes tree-planting fund donations in any amount. You may call the Tree Warden at the DPW to discuss species, placement, and current charges. The Town's Tree Committee has a Memorial Tree Planting Program under which you may donate a tree in honor or in memory of a person. Memorial trees are recognized on plaques permanently displayed in the Community House. For details refer to the brochure, available at the DPW or Town Hall.

### 3. Donation of trees for transplanting

The donation of a living tree to be transplanted from private to Town property may be accepted at the discretion of the Tree Warden. Factors in the decision will be the species and condition of the tree, current Town needs, and the availability of funds to transplant the tree.

### 4. Donating a street tree

Homeowners may purchase a street tree, which the Town will plant, resources permitting. Apply to the Tree Warden using the Permission to Plant a Tree in Public Way found on the Tree Committee website.

## **V. TREE PLANTING**

### **A. TREE SELECTION**

#### 1. Projected characteristics

Mature height, projected longevity, rate of growth, hardiness, soil and microclimate requirements (sun or shade, wet or dry), wind and salt tolerance, ornamental attributes, and disease/pest resistance are all factors leading to the selection of a tree species to fit a site. A list of recommended trees is found in Appendix A.

#### 2. Individual selection

Choose a healthy specimen:

- a. Examine the top of the root ball and reject those with girdling roots – roots that grow partially or completely against the tree's trunk, strangling it.
- b. Where possible, avoid grafted stock.
- c. Examine the trunk and reject those with severe wounds.
- d. Check for desired form and branching.
- e. Check that foliage has good color and is not wilted.

#### 3. Appropriateness to site

The choice of species in various locations depends on surrounding circumstances: for instance potentially large trees are only appropriate in parks or on broad boulevards where there is plenty of room for full growth. If obstructions such as utility wires limit the available space, select a dwarf species or varieties with growth rates that will not create future problems

#### 4. Variation

The Town should not plant a large number of the same species in one area or on one street, to avoid the dangers associated with disease. This prevents monoculture so that a balance can be achieved between uniformity in defined areas and visual variety across the town.

#### 5. Species to avoid

Several tree species are included on the Massachusetts Prohibited Plant List, published in 2005, including Norway Maple, Sycamore Maple, Tree of Heaven, Black Locust, Glossy and Common Buckthorn, and Amur Cork-tree. As of January 1, 2009, all of these plants are prohibited from sale, purchase, trade or propagation. Please avoid even transplanting or otherwise nurturing these trees, which are harmful to the environment. Pull out saplings where you find them, especially of Norway Maple. Refer to this Manual, Section VII, Invasive Species, and to [www.mass.gov/eea/agencies/agr/](http://www.mass.gov/eea/agencies/agr/) for additional information sources.

### **B. PUBLIC TREE SITE SELECTION**

1. At best, plant trees along a public right of way between four and 20 feet from the edge of the road pavement. However, the intent of this policy is to provide flexibility in allowing planting locations to be selected on a street-by-street basis, particularly where there is a scenic or historic situation. (See 'First Priority', Section D, below.)

2. Encourage off-belt tree plantings on private property.

3. Place trees where they will make the greatest contribution to providing shade and improving street appearance.

4. Provide maximum canopy coverage over parking lots. Group trees in a park setting or parking lot to provide a larger volume for unrestricted root growth. Plant street trees in a tree lawn as an option to provide increased soil volumes.

### C. PUBLIC TREE PLANTING

1. The Public Works Department advises the Tree Warden about projects in the coming year requiring the planting of new trees, as recommended by the Planning Department and other Town Committees.
2. The Tree Warden seeks advice from the Tree Committee and recommends the number and species of trees for those projects when they go out to bid. He or she considers current environmental and arboricultural changes tending to favor certain species and disqualify others, such as those affected by Asian long horned beetle, anthracnose and blights.
3. The Longmeadow Tree Inventory should have data available on recently planted trees.

### D. PRIORITIES FOR TREE PLANTING LOCATIONS

The Longmeadow Tree Committee sets the following priorities based on the recommendations of the Tree Warden. The Tree Committee shall conduct a survey periodically to identify public areas most in need of trees, in order of priority:

1. Streets or public spaces where there has been significant tree loss.
2. Sites where new development or town projects require additional plantings.
3. Prominent public places in need of new trees.
4. Town right-of-way planting sites which have previously lost Public Shade Trees will be planted when the fee owner agrees to water the replacement tree for two growing seasons.
5. New town right-of-way planting sites will be planted when the fee owner agrees to water the replacement tree for two growing seasons.

### E. OFF-TREE BELT PLANTING ON PRIVATE PROPERTY

1. Planting trees off-tree belt (that is, not on the planting strip between curb and sidewalk) has the following benefits: it avoids root constriction and damage from road chemicals and street traffic, it minimizes sidewalk problems due to root growth and it reduces maintenance and replacement tree costs, and it also enables more tree planting throughout the Town.
2. Homeowners may contact the Tree Warden and request a street tree to be planted in front of their house, "off-tree belt". The Tree Warden, with the advice of the Committee and with the landowner's approval, may designate other off-tree belt sites no more than 20 feet from the curb or edge of pavement at the front of the property. This is appropriate where there is not an acceptable planting location in the right-of-way.
3. The agreement, signed by both parties, will consist of the following:
  - a. The Town will purchase and plant the agreed-upon tree or trees.
  - b. The trees will be planted in the setback area only.

c. The private property owner will be responsible for the watering and care of the tree(s) from the moment of planting. It will not be considered a Town tree.

## F. SPACING OF STREET TREES

1. *Spacing*: The ultimate size of the tree determines the spacing between street trees. The Tree Warden may modify standard spacing for safety reasons, when space is limited or to achieve a certain design effect.

2. *Next to buildings*: Avoid planting too close to a building, driveway, alley, fire hydrant, or other permanent structure. An exception can be made for design effect, such as using the espalier method against a building wall, or when columnar trees are used.

3. *Sidewalk planting*: Tree plantings in a paved sidewalk must have a minimum of 35 square feet of cutout area, unless structural soil is used. If structural soil is used, refer to current best practices. If there is more than one tree to be planted, consider excavating all the tree belt between the two trees. The tree must be set back from the street a minimum of 30 inches from its center to the face of the curb.

4. *Utility wires*: Under utility wires, choose low-growing tree species. Proposed tree planting over underground utilities is subject to review by the Tree Warden.

## VI. PLANTING GUIDELINES

Planting a tree is easier than it used to be, not from new technology but because of new research in planting practices that has dispelled many myths. Research has shown that improper planting techniques, particularly planting *too deep* is a major cause of tree death. Research has also shown that accepted practices governing the size and shape of the planting hole and the nature of the “backfill” mixture require some modification. These planting guidelines were developed by Gary Watson, published by the International Society of Arborists (ISA). The Arnold Arboretum and University of Massachusetts Cooperative Extension Service support these guidelines.

### A. SITE PREPARATION

1. *Dig Safe*: Before excavating tree pits, call Dig Safe. Toll-free telephone number for all states: 811.

#### 2. *Depth of hole*:

Dig the planting hole no deeper than the root ball. It is imperative to expose the trunk flare on each ball and burlap (B&B) tree so that the depth of the planting area can be properly measured. ***It may be necessary to pull back excess soil around the trunk*** to locate the trunk flare, which is the point at which the roots begin to branch from the trunk. Some trees are grafted above the flare; do not mistake the graft bulge for the flare. The feeder roots of most woody plants are within the top 10 to 12” of the soil.

3. *Diameter of hole*: Dig the hole at least three (3) times the diameter (and where possible, aerate as much as five (5) times the diameter) of the root ball, making sloped sides, as shown in the diagram. Leave the bottom of the hole firm and about 1” higher than the depth of the root ball as measured from the point of the trunk flare to the bottom of the root ball. The shallow hole is needed so the plant can sit on a firm base of undisturbed soil that won’t settle with time.

4. *Soil amendments*: Don’t amend the soil unless planting in building rubble, or in poor or severely disturbed soils. (See Section VI.B. 4. *Backfilling*:)



## B. PLANTING DIRECTIONS

1. *Placing tree in hole*: Lift tree into hole by root ball, not trunk. Check to see that the trunk flare is one to two inches above existing grade.
2. *Root wrappings*: Remove all plastic wrappings. Cut the top third of the wire baskets back to below grade with bolt cutters. Cut away and remove strings and natural burlap from top half of root ball. Complete removal of wire is permissible, but take care that soil stays around roots.
3. *Container trees*: If plant is container-grown, cut and remove container. Inspect root ball for girdling roots. If severely matted (container plants have a tendency to become root-bound), use a knife or a small hand rake to open up the circling root ends and loosen the soil. Plant no deeper than it was in container.
4. *Backfilling*: Begin refilling with soil removed from hole. Mixing with a large amount of organic amendments such as peat moss is not recommended. Aged compost or quality topsoil may be used to supplement the existing soil. To avoid air pockets, water the soil halfway through the backfill process. After the water drains away, finish backfilling and water again thoroughly, using a shovel handle to work out air pockets. Pre-soak hydrogel crystals for 30 minutes, and mix into backfill according to packet directions.
5. *Watering tube*: Bury a watering tube if appropriate to site.
6. *Saucer*: Build a three-inch high saucer of soil around the outer edge of the hole to retain water and allow it to soak down to the roots.
7. *Mulch*: Spread a two-inch layer of organic mulch (shredded bark or wood chips) in a band about three times the diameter of the root ball. Leave a radius of three inches of bare soil around the trunk. Deep layers of mulch are harmful, especially next to the trunk. Peat moss should never be used as mulch because it does not absorb water well.
8. *Staking*: Staking is not necessary for all trees. If the root ball is not stable, the trunk should be staked with arbor tape or other soft material (not wire) as low as possible, to allow the trunk to sway slightly. Remove guy tape after one growing season unless the tree is very large or on a windy site. If the tree is at risk of being hit by a car door, install a protective stake or two.
9. **Water. Water is the critical factor for tree survival.** Water twice weekly for a month after planting, by filling the saucer around the tree, and weekly thereafter through one growing season. Use 5 gallons per week per inch of caliper. The buried watering tube is helpful in watering sloped sites. Commercially-available watering bags are also useful during the growing season; remove them for the winter. Water regularly through several years, regardless of natural rainfall. Over-watering is also harmful. Do not keep the soil continuously saturated.

## VII. MAINTENANCE SPECIFICATIONS FOR PRUNING

### A. GENERAL REQUIREMENTS FOR PROPERTY OWNERS / PRIVATE CONTRACTORS

1. *Harming trees*: Do not cut back trees so that their health will be impaired, except in emergency cases when there is an immediate danger to persons or property. Report such emergency procedures promptly to the Tree Warden with plans for completion. Follow up work must be submitted for his or her approval.

2. *Tree Pruning Crimes*: Do not top or stub trees. These practices impair the health and beauty of the tree.
3. *Where to cut branches*: Do not make excessively deep cuts flush with the trunk that produce large wounds or weaken the tree. Make all final tree-pruning cuts to favor the earliest possible covering of the wound by natural callous growth. Make cuts just outside the branch collar.
4. *Sharp tools*. Keep all cutting tools and saws sharpened adequately so that final cuts will be smooth, with adjacent bark secure.
5. *Disinfection*: Properly disinfect all tools used on an infectious disease tree immediately after completing work on such tree. Rubbing alcohol is one such disinfectant.
6. *Avoid bark wounds*: When pruning branches too large to hold securely in one hand during the cutting, first undercut, then cut off the branch one to two feet beyond the intended final cut, so that tearing back of the bark and wood will be prevented when making the final cut. When repairing bark wounds, remove only damaged or loose bark, and disturb a minimal amount of live tissue.
7. *Avoid root wounds*: When cutting roots of trees to be protected, use sharp clean tools to prevent entry of decay organisms.
8. *Trunk wound dressing*: Do not use wound dressings or tree paints to cover trunk wounds unless prescribed for a specific disease.
9. *Spikes*: Never use climbing spurs or spike shoes while pruning.
10. *anchors*: Do not use public trees or utility poles as anchors for winching in the process of removing other trees. Do not use trees to support utility poles.
11. *Safe work area*: Clean up branches, logs and other debris resulting from tree pruning or tree removal promptly. Keep the work area safe at all times.
12. *Partially completed work*: Never leave severed or partially cut branches in trees. When removing a tree, never cut tree roots and leave a tree standing having little or no support.
13. *Lower with ropes*: Whenever large tree sections are being cut in the treetop that may endanger persons or property, secure such sections by ropes and lower them safely in a controlled manner.
14. *Ground person*: Assign at least one responsible tree worker to coordinate safe operations on the ground at all times while the pruning or removal of trees is in progress, unless the tree work area is totally barricaded or otherwise kept safe.

## **B. ADDITIONAL REQUIREMENTS FOR PROFESSIONALS**

The following requirements for utility linesmen, highway departments, and the Town of Longmeadow or its contractors are in addition to all general requirements above.

1. *Standards*: Perform all work in accordance with the latest publication of the American National Standards Institute (ANSI-A300: Tree, Shrub & Other Woody Plant Maintenance Standard Practice) and Best Management Practices - Tree Pruning, Second Edition.

2. *Large branches*: Authority to prune street and public trees does not include the cutting back of sound, healthy tree branches in excess of six inches in diameter unless specifically described and written into the permit form by the Tree Warden or if required by accepted arboricultural standards in the course of utility line clearance work and approved by the Tree Warden.

3. *Stump removal*: When removing public trees, cut the remaining stumps to six to eight inches below ground level unless the Tree Warden grants special exemption.

4. *Excavation finishing*: Promptly fill excavations resulting from tree removal to normal ground level with clean earth, properly compacted and cleared of debris. Fine grade and plant grass seed unless otherwise directed by the Tree Warden.

### C. AUTHORIZED TYPES OF TREE PRUNING

1. Pruning and Removal: The two cardinal rules of good pruning are (1) to use sharp tools and (2) to stand back and inspect the overall form between pruning cuts.

2. Minimum or Safety Pruning Near Public Ways: Safety pruning consists of the minimum actions necessary to correct one or more conditions within a tree that may be hazardous to persons or property.

a. Clearing public passage requires pruning trees in such a manner as to prevent branch and foliage interference with safe public passage. Maintain clearance at a minimum of 14 feet above the paved surface of the street.

b. Prune to remove all dead, dying, broken or loose branches of two inches or greater in diameter.

c. Reduce weight by cutting back ends of branches only where an excessive burden appears likely to result in breakage of supporting limbs. Do not cut back any live, healthy branches in excess of six inches in diameter.

d. Cut back the ends of branches and foliage that are blocking the view of traffic control devices or signage, or are obstructing safe passage on a public sidewalk or street.

## VIII. TREE PROTECTION DURING CONSTRUCTION

### A. GENERAL GOAL OF SAVING LIVING TREES

Keep in mind that not only the construction project's neighbors, but also the larger community is keenly aware of the value of mature trees in their environment. Trees and especially mature trees have aesthetic appeal, contribute to the distinct character of their neighborhood, improve air quality, provide glare and heat protection, reduce noise, aid in soil stabilization, provide natural flood control, create habitats for wildlife, provide natural privacy to neighbors and enhance their property values.

To achieve the goal of saving living trees, do the following in your design development:

1. *Retain a registered surveyor*: The surveyor must show on the base plan all trees of six inch DBH or greater, and the Setback Area.

2. *Design to save specimen trees*: Identify fine specimen trees, especially those six inches or larger in diameter, and design the site plan to preserve them, using them as distinctive focus or framing features to enhance the plan and buildings, taking care to allow enough space around them to ensure their survival.

3. *Remove unsafe trees*: Identify trees that are terminally diseased, damaged beyond repair or in danger of falling and remove them early in the development process in order to save the developer money and to create a safer building site for construction workers.

4. *Transplant when possible*: Identify handsome trees in the way of construction that can be transplanted on site and incorporate these into the site design.

5. *Submit plan to the Tree Warden*: Once a plan is developed submit it to the Longmeadow Tree Warden for review. Discuss and come to an agreement as to which trees are to be preserved, transplanted, protected or removed.

6. *Prune only as necessary*: Carefully prune the trees to be saved only as needed to remove broken branches, to enhance their natural form and to fit with the proposed buildings. Remember that trees need as much foliage as possible to help them survive through the stress of the construction. Follow pruning procedures outlined by ANSI-A300: Tree, Shrub & Other Woody Plant Maintenance Standard Practice, Best Management Practices - Tree Pruning, Second Edition and the Longmeadow Tree Manual.

## **B. PROTECTION REQUIREMENTS**

1. *Barrier protection*: Before demolition and land clearing begin, protect all trees to be saved with barriers at the critical root zone (the outer edge of the area under the leaf canopy). This may be modified to a location agreed during on-site visit of the Tree Warden and/or a Tree Committee representative. Construct barriers of sturdy posts and highly visible plastic mesh or other approved durable fencing. This protection is to prohibit heavy equipment from compacting soil, damaging roots, breaking branches and scarring the trunk.

2. *Grade change guidelines*: Do not lower the grade or add fill within these critical root zone barriers.

3. *Weights under tree (NO PARKING!)*: Do not park vehicles or equipment, or stockpile earth fill or other materials under trees or within the tree barriers.

4. *Chemical damage*: Do not dump debris, cement, asphalt, petroleum products, herbicides or other chemicals within the tree barriers.

5. *Leaf mulch*: Leave all fallen leaves from the trees within the barriers to remain on the ground as mulch. Do not rake up.

6. *Flooding*: Allow no impoundment of water over the roots of protected trees for over a day or two.

7. *Fasteners*: Allow absolutely no nails, screw eyes and other fastening devices on the trees. Use separate posts for signs, fences, electrical wires, pulley stays, etc.

8. *Fires*: Allow no fires within 100 yards of the critical root zone.

9. *Debris burial*: Bury no debris within 100 feet of the critical root zone.

10. *Utility Lines*: Locate all new underground utility lines outside and around the critical root zone of trees to be saved.

11. *Watering*: During dry spells in the growing season, water thoroughly all protected trees at least once a week so that the water penetrates 12 to 18 inches into the soil.

12. *Building within critical root zone*: If it is decided that a building, road, walk, utility or other feature must be built within part of this area, it may still be possible to save the tree. However, extra care must be given to the tree:

- a. Use hand tools instead of machines;
- b. Fertilize and water the tree in monitored amounts;
- c. Tunnel instead of trench for utilities through tree root zones
- d. Carefully construct dry stone retaining walls to allow the original grade in the root zone to be maintained.

## IX. INVASIVE SPECIES — IMPACT ON PUBLIC LANDS

**A.** Longmeadow's public lands are filled with aggressive invaders and are host to an overabundance of Norway Maple (*Acer platanoides*), Buckthorns (*Rhamnus cathartica* and *Frangula alnus*), Multiflora Rose (*Rosa multiflora*), Oriental Bittersweet (*Celastris orbiculatus*), Japanese Knotweed (*Polygonatum cuspidatum*), Asian Honeysuckles (*Lonicera mackii*, *L. tatarica*, *L. morrowii*, *L. japonicum*, or *L. x bellum*), Barberry (*Berberis* spp.), Burning Bush (*Euonymus alata*), Garlic Mustard (*Alliaria petiolata*), Purple Loosestrife (*Lythrum salicaria*), Black Swallowwort (*Cynanchum louiseae*) and other exotics.

**B.** The Commonwealth of Massachusetts has passed legislation that bans the import, sale, or propagation of 140 species of exotic plants. Many of the plants are weeds that one would not deliberately plant anyway, but there are also many commonly used landscape plants that are no longer permitted to be sold, traded, purchased or distributed as of January 1, 2009.

**C.** Please note and AVOID planting or transplanting any of these trees or shrubs mentioned above in paragraph 1, as well as the following additional: Norway Maple's dark-leafed varieties such as 'Crimson King', Sycamore-leafed Maple (*Acer pseudoplatanus*), Porcelain Berry (*Ampelopsis brevipedunculata*), Autumn Olive (*Eleagnus umbellata*), Border Privet (*Ligustrum obtusifolium*), Amur Cork-tree (*Phellodendron amurense*), or Black Locust (*Robinia pseudoacacia*).

**D.** A native plant species in North America is usually defined as one that was present before the arrival of European colonists. These plants shared the environment harmoniously, each with checks and balances to their growth that prevented one species from overwhelming others, and provided a bio-diverse environment supportive of other plants and animals.

**E.** A non-native, exotic species may become invasive depending on where it is, and the number of specimens present in an area. A particular plant species might be invasive in one state and not in another, and a single specimen of a non-native plant escaping to a roadside might not be troublesome at all. For instance, Autumn Olive (*Eleagnus umbellata*) is invasive in Rhode Island, and is not yet invasive in Longmeadow, but if multiple specimens appear at one site, crowding out other growth, it would be considered invasive.

**F.** The pervasive development of land in the last 400 years in New England by agriculture, industry, and the building of roads, parking lots, and buildings has greatly changed the physical structure of much of the landscape. In its disturbed state, the environment is less able to resist certain aggressively growing non-native plants, which may for botanical reasons be able to overwhelm local species.

**G.** When a non-native tree such as the Norway Maple (*Acer platanoides*) is planted on a private property, typically the homeowners mow around it, pull up its seedlings, and take care of the property. In that spot, it is not a problem. However, the great quantities of seed it produces blow around the neighborhood and take root in minimally managed areas – fencerows, hedges, roadsides, property lines, railroad beds, and woodlands. This maple's rapid growth rate, shallow

water-gulping root system, very dense canopy and longer growing season soon shade out anything else growing nearby, reducing the numbers of indigenous plants available to supply food to native animal life.

**H.** The dangers of unchecked non-native plant invaders, besides the possibility of extinction of plant or animal native species, also include the diminishment of ecosystem functions of importance to humans, such as water filtration, wood production, and recreation, as well as the mounting economic cost of control efforts.

**I.** Longmeadow citizens can be responsible by learning more about invasive species, by eliminating them from their own land so they don't spread to public property, and by replanting native or non-invasive species.

## **X. SOURCE MATERIAL**

### **PRINTED PUBLICATIONS:**

The references contained in this section represents only a portion of the information available online and at other sources of tree-related information.

*American Standard for Nursery Stock*, American Nursery and Landscape Association, May 2004.

*ANSI-300: Tree, Shrub & Other Woody Plant Maintenance Standard Practices*, American National Standards Institute, 2001.

*Bringing Nature Home, How Native Plants Sustain Wildlife in Our Gardens*, Douglas W. Tallamy, Timber Press, 2008

*Creating the Urban Forest the Bare Root Method*, Nina Bassuk, pamphlet, Urban Horticulture Institute, Cornell University, 1998.

*Cultural Practice Problems of Trees and Shrubs in the Landscape and Nursery*, Robert D. Childs, Deborah C. Swanson and Dr. Ronald F. Kujawski, University of Massachusetts Extension Service, December 2002.

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#### **XI. PUBLICATION INFORMATION**

Published 2016 by the Town of Longmeadow Tree Committee

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Changes approved by the Longmeadow Select Board on December 16, 2019

Appendix A revised by Longmeadow Tree Committee May 28, 2020

Approved by Select Board July 20, 2020

## Appendix A - Recommended trees

Common Name	Scientific Name	Height (Ft)	Width (Ft)	Notes
<b><u>Small trees (under wires)</u></b>				
Trident Maple	<i>Acer buergerianum</i>	20-30	15-25	Variable fall color, salt-tolerant?
Tartarian Maple	<i>Acer ginnala</i>	20	20	Showy red seeds, salt-tolerant?
Paperbark Maple	<i>Acer griseum</i>	20-30	20-30	Peeling bark, salt-tolerant?
Serviceberry*	<i>Amelanchier</i> spp.	15-25	15-30	Flowers, not showy. Edible berries
American Hornbeam*	<i>Carpinus caroliniana</i>	20-30	20-30	Hardy. Good fall color
Eastern Redbud*	<i>Cercis canadensis</i>	20-30	25-35	Early spring flowers, native
White Fringetree*	<i>Chionanthus virginicus</i>	15-25	10-25	Flowers, small fruits. Attracts birds.
Dogwood Hybrids**	<i>Cornus x rutgersensis</i>	10-20	10-20	Spring flowers. Pink or white
American Smoketree*	<i>Cotinus obovatus</i>	20-30	15-30	Fall colors
Thornless Cockspur*	<i>Crataegus crusgalli</i> var. <i>inermis</i>	20-30	20-35	Small fall fruits, attracts birds
English Hawthorn	<i>Crataegus laevigata</i>	25	18	Plant thornless like 'Crimson Cloud'
Amur Maackia	<i>Maackia amurensis</i>	20-30	20-30	White flowers in June
Flowering Crabapple**	<i>Malus</i> spp.	10-25	10-20	Excellent flowers, small fruits
Magnolia**	<i>Magnolia accuminata</i> hybrids	30-50	20-35	'Yellow Bird' and 'Elizabeth' varieties have yellow flowers
Sourwood*	<i>Oxydendrum arboreum</i>	25-30	20	Small white flowers. Good fall color
Persian Parrotia	<i>Parrotia persica</i>	20-30	15-30	Small flowers. Fall color. Peeling bark
Accolade Cherry	<i>Prunus</i> 'Accolade'	20-30	15-25	Pink flowers
Common Hoptree*	<i>Ptelea trifoliata</i>	15-20	15-20	Small fragrant flowers
Japanese Tree Lilac	<i>Syringa reticulata</i>	20-30	15-25	White flowers in June
<b><u>Medium to large trees</u></b>				
Hedge Maple	<i>Acer campestre</i>	25-35	25-35	Hardy. Yellow fall color, salt-tolerant?
Miyabe Maple	<i>Acer miyabei</i>	30-45	30-40	Neat smaller maple, salt-tolerant?
Red Horsechestnut**	<i>Aesculus x carnea</i>	30-50	30	Showy pink-red flowers
River Birch*	<i>Betula nigra</i>	40-70	40-60	Peeling bark
European Hornbeam	<i>Carpinus betulus</i>	35-60	30-40	Excellent landscape tree



Sugar Hackberry*	<i>Celtis laevigata</i>	60-80	50	Hardy, attracts birds
Common Hackberry*	<i>Celtis occidentalis</i>	40-60	40-60	Hardy, attracts birds
Katsura Tree	<i>Cercidiphyllum japonicum</i>	40-60	25-60	Excellent. Needs consistent watering
Yellowwood*	<i>Cladrastis kentukea</i>	30-50	40-55	Fragrant flowers, weak wood; avoid targets
Hardy Rubber Tree	<i>Eucommia ulmoides</i>	40-60	40-60	Shiny green leaves
Gingko	<i>Gingko biloba</i>	50-80	30-40	Hardy; we plant fruitless ones
Thornless Honeylocust*	<i>Gleditsia triacanthos</i> var. in.	40-60	30-70	Filtered shade, good for lawns
Kentucky Coffeetree*	<i>Gymnocladus dioica</i>	50-75	40-50	Hardy; we plant fruitless ones
American Sweetgum	<i>Liquidambar styraciflua</i>	50-75	40-65	Red-maroon in fall; plant fruitless; lifts sidewalks-needs wide treebelt
Goldenrain tree	<i>Koeleruteria paniculata</i>	30-40	30-40	Yellow flowers in July
Black Gum*	<i>Nyssa sylvatica</i>	30-60	20-40	Good fall color
Amer. Hophornbeam*	<i>Ostrya virginiana</i>	25-40	20-40	Unusual nutlet resemble hops
London Planetree**	<i>Platanus x acerifolia</i>	70-100	65-80	Hardy. Peeling bark
White Oak*	<i>Quercus alba</i>	45-80	45-80	Strong wood, salt-tolerant
Swamp White Oak*	<i>Quercus bicolor</i>	45-70	45-60	Strong wood, salt-tolerant
Scarlet Oak*	<i>Quercus coccinea</i>	60-75	40-50	Strong wood, salt-tolerant
Shingle Oak*	<i>Quercus imbricaria</i>	40-60	40-65	Strong wood, salt-tolerant
Bur Oak*	<i>Quercus macrocarpa</i>	60-80	60-90	Strong wood, salt-tolerant
Chestnut Oak*	<i>Quercus montana</i>	60-70	60-70	Strong wood, salt-tolerant
Chinkapin Oak*	<i>Quercus muehlenbergii</i>	35-50	35-60	Strong wood, salt-tolerant
Willow Oak*	<i>Quercus phellos</i>	40-60	40-60	Strong wood, salt-tolerant
English Oak	<i>Quercus robur</i>	40-60	40-60	Strong wood, salt-tolerant
Northern Red Oak*	<i>Quercus rubra</i>	60-75	60-75	Strong wood, salt-tolerant
Shumard Oak*	<i>Quercus shumardii</i>	40-60	45-65	Strong wood, salt-tolerant
Common Sassafras*	<i>Sassafras albidum</i>	30-60	25-40	Good fall color
American Linden*	<i>Tilia americana</i>	60-80	20-40	Small fragrant flowers in June
Littleleaf Linden	<i>Tilia cordata</i>	50-70	30-50	Small fragrant flowers in June
Silver Linden	<i>Tilia tomentosa</i>	50-70	25-55	Small fragrant flowers in June
American Elm Cultivars*	<i>Ulmus americana</i>	60-80	30-60	Resistant but not immune to Dutch Elm Disease
Lacebark Elm	<i>Ulmus parvifolia</i>	40-75	30-75	Very resistant to Dutch Elm Disease
Accolade Elm Hybrid	<i>Ulmus jap. x wilson.</i>	50-70	40-60	Very resistant to Dutch Elm Disease

**Conifers**

Hemlock*	Tsuga canadensis	40-70	25-35	Plant only where restricted visibility will not be a problem
Dawn Redwood	Metasequoia glyptostroboides	70-100	25	Plant only where restricted visibility will not be a problem
Baldcypress*	Taxodium distichum	50-70	20-30	Plant only where restricted visibility will not be a problem

**Narrow trees**

'Princeton Sentry' Ginkgo	Ginkgo biloba 'Princeton Sentry'	60	25	Columnar, fruitless
'Beacon' Swamp White Oak*	Quercus bicolor 'Beacon'	30-35	12-16	Columnar

\*Native to North America

\*\*Hybrid with a North American parent

**APPENDIX B**

**Bylaw Sections that apply to functions of the Longmeadow Tree Committee**

**TOWN OF LONGMEADOW BYLAWS**  
(UPDATED TO INCLUDE AMENDMENTS THROUGH 2016 ANNUAL TOWN MEETING)

**ARTICLE TWO**  
**TOWN GOVERNMENT**

**CHAPTER 600**  
**PUBLIC WORKS AND SERVICES**

\* \* \*

**2-603. Tree Warden.**

The town shall have a Tree Warden located within the Public Works Department. The Tree Warden shall be appointed annually by the Town Manager. The Tree Warden shall have all duties as are provided for under MGL Chapter 87 and other such duties as the Town Manager and Director of Public Works assign. Such aforementioned duties shall include, but not be limited to, the following as may be further specified in this bylaw:

- (1) The Tree Warden shall maintain records that show the activities of his office, including a record of receipts and expenditures. He shall from time to time make recommendations to the Select Board and Town Manager regarding the care of trees in the Town;
- (2) Expending funds, in coordination with the Tree Committee, appropriated for planting trees on Town land under the jurisdiction of the Tree Warden;
- (3) Work in conjunction with the Tree Committee to seek grants or other assistance concerning the preservation and maintenance of trees in Town;
- (4) Development of rules, regulations, tree inventory, manuals and other data, in conjunction with the Tree Committee, to carry out the purposes and intent of this bylaw for approval and promulgation by the Select Board;
- (5) Enforcement of this bylaw;
- (6) The Tree Warden shall recommend persons to be appointed as Deputy Tree Wardens to the Town Manager, who shall be the appointing authority;

**CHAPTER 800**  
**ADVISORY, POLICY AND REGULATORY AGENCIES**

\* \* \*

**2-809. Tree Committee.**

A. The Town shall have a Tree Committee that consists of seven members. The members shall be the Tree Warden and the Director of Parks and Recreation and five (5) public members as appointed by the Select Board. For the first appointments, two members will serve one-year terms; two members will serve a two-year term; and one member shall serve a three-year term. All members up for renewal will then serve three-year terms.

B. The Tree Committee shall have the following duties and responsibilities as may be further specified in this bylaw:

- (1) Development of rules, regulations, tree inventory, manuals and other data, in conjunction with the Tree Warden, to carry out the purposes and intent of this bylaw, for approval and promulgation by the Select Board;

- (2) Public education and coordination with other Town Committees and civic groups to promote the purposes and intent of this bylaw;
- (3) Work in conjunction with the Tree Warden to seek grants or other assistance concerning the preservation and maintenance of trees in Town.

**ARTICLE FOUR  
CONDUCT AFFECTING PUBLIC FACILITIES**

**CHAPTER 300  
SIDEWALKS AND TREE BELTS**

**4-301. Tree Belt.**

- (a) The Select Board has authority upon such terms as they prescribe, to permit or license an owner or occupant of real estate abutting on a street to lay out and maintain a lawn on that portion of the street that is contiguous to the estate and outside the traveled portion of the street.
- (b) The owner of any real estate in the Town which abuts on any public or private way within the Town where there is a tree belt shall keep said tree belt mowed and free and clean of all litter, debris, noxious woods and brush, and shall maintain the same in a clean and sanitary manner.

\* \* \*

**4-313. Shrubbery.**

A person who is a resident or any owner of property on which or adjacent to which there is a sidewalk that is under the control of the Town shall cut back bushes or trees that grow over the sidewalk to allow clearance up to seven (7') feet above the surface of the sidewalk.

**4-314. Shrubbery at Intersections.**

A person shall not erect a structure or permit a plant to grow in a way that obstructs the view of a street intersection for a distance of twenty-five (25') feet from the point at which the nearest edges of the two streets intersect. If the point from which the distance is measured cannot be readily determined, the Building Commissioner shall determine the area of unobstructed view required for the safety of the public. The Building Commissioner shall file with the Planning Board a plan that shows the area of unobstructed view determined by him.

**4-315. Litter Control; Grass Cutting.**

The owner or person in control of any property shall at all times keep the property free of litter and shall maintain and cut lawn grass to a maximum of six inches.

**CHAPTER 400  
PARKS AND COMMON LAND**

**4-401. Protection of Trees.**

A person shall not trim, cut down or remove a tree or shrub from land that is owned or controlled by the Town of Longmeadow unless he has first obtained written authorization from the Tree Warden or his deputy.

**4-402. Climbing Prohibited.**

A person shall not climb a tree, public sign or guide on a public way or in a public place in the Town unless he has first obtained permission to do so from the Chief of Police. This paragraph does not apply to an employee of the Town, to an employee of a telephone, telegraph, electric light company, or of a cable television franchise, while acting within the scope of his employment.

**ARTICLE FIVE  
CONDUCT AFFECTING HEALTH AND  
SAFETY**

**CHAPTER 500  
MOTOR VEHICLES**

\* \* \*

**5-206. Grass Covered Area.**

Except insofar as the person has a permit from the Select Board for this conduct, a person shall not drive a vehicle on the turf or grass-covered area that adjoins the paved or hardened portion of a public way or a private way to which the public has access.

**ARTICLE SIX  
CONDUCT AFFECTING THE COMMUNITY**

**CHAPTER 500  
INJURY TO PROPERTY**

**6-501. Obscene Inscription.**

A person shall not make an indecent figure or write an obscene word upon a fence, building, sidewalk, crosswalk, receptacle or other surface visible from any place to which the public has access.

**6-502. Defacement.**

A person shall not deface or injure a public playground, landscaped area, flower bed, grass area, guide board, sign, post or signaling device for the direction of traffic, lamp post or lamp, or lantern, building, fence, monument or other thing.

## APPENDIX C

### CHAPTER 87. SHADE TREES MASSACHUSETTS GENERAL LAWS

#### PART I. ADMINISTRATION OF THE GOVERNMENT TITLE XIV.

##### PUBLIC WAYS AND WORKS

###### **Section 1. Public shade trees; definition.**

Section 1. All trees within a public way or on the boundaries thereof including trees planted in accordance with the provisions of section 7 shall be public shade trees; and when it appears in any proceeding in which the ownership of or rights in a tree are material to the issue, that, from length of time or otherwise, the boundaries of the highway cannot be made certain by records or monuments, and that for that reason it is doubtful whether the tree is within the highway, it shall be taken to be within the highway and to be public property until the contrary is shown.

###### **Section 2. Powers of tree wardens.**

Section 2. The tree warden of a town may appoint and remove deputy tree wardens. He and they shall receive such compensation as the town determines or, in default thereof, as the selectmen allow. He shall have the care and control of all public shade trees, shrubs and growths in the town, except those within a state highway, and those in public parks or open places under the jurisdiction of the park commissioners, and shall have care and control of the latter, if so requested in writing by the park commissioners, and shall enforce all the provisions of law for the preservation of such trees, shrubs and growths. He shall expend all money appropriated for the setting out and maintenance of such trees, shrubs and growths, and no tree shall be planted within a public way without the approval of the tree warden, and in towns until a location therefore has been obtained from the selectmen or road commissioners. He may make regulations for the care and preservation of public shade trees and establish fines and forfeitures of not more than twenty dollars in any one case for violation thereof; which, when posted in one or more public places, and, in towns, when approved by the selectmen, shall have the effect of town bylaws.

###### **Section 3. Cutting of public shade trees; public hearing; damages to fee owner.**

Section 3. Except as provided by section five, public shade trees shall not be cut, trimmed or removed, in whole or in part, by any person other than the tree warden or his deputy, even if he be the owner of the fee in the land on which such tree is situated, except upon a permit in writing from said tree warden, nor shall they be cut down or removed by the tree warden or his deputy or other person without a public hearing and said tree warden or his deputy shall cause a notice of the time and place of such hearing thereof, which shall identify the size, type and location of the shade tree or trees to be cut down or removed, to be posted in two or more public places in the town and upon the tree at least seven days before such hearing and published in a newspaper of general circulation in the city or town once in each of two successive weeks, the first publication to be not less than seven days before the day of the hearing or if no such local newspaper exists then in accordance with the provisions of section six of chapter four; provided, however, that when a public hearing must be held under the provisions of this section and under section fifteen C of chapter forty prior to the cutting or removal of a tree, such hearings shall be consolidated into a single public hearing before the tree warden and the planning board, or if there is no planning board, the selectmen of a town or the city council of a city, and notice of such consolidated public hearing shall be given by the tree warden or his deputy as provided herein. Any person injured in his property by the action of the officers in charge of the public shade trees as to the

trimming, cutting, removal or retention of any such tree, or as to the amount awarded to him for the same, may recover the damages, if any, which he has sustained, from the town under chapter seventy-nine.

**Section 4. Cutting down or removal of public shade trees, approval of selectmen or mayor.**

Section 4. Tree wardens shall not cut down or remove or grant a permit for the cutting down or removal of a public shade tree if, at or before a public hearing as provided in the preceding section, objection in writing is made by one or more persons, unless such cutting or removal or permit to cut or remove is approved by the selectmen or by the mayor.

**Section 5. Cutting down, trimming or removing bushes and small trees.**

Section 5. Tree wardens and their deputies, but no other person, may, without a hearing, trim, cut down or remove trees, less than one and one half inches in diameter one foot from the ground, and bushes, standing in public ways; and, if ordered by the mayor, selectmen, road commissioners or highway surveyor, shall trim or cut down trees and bushes, if the same shall be deemed to obstruct, endanger, hinder or incommode persons traveling thereon or to obstruct buildings being moved pursuant to the provisions of section eighteen of chapter eighty-five. Nothing contained in this chapter shall prevent the trimming, cutting or removal of any tree which endangers persons traveling on a highway, or the removal of any tree, if so ordered by the proper officers for the purpose of widening the highway and nothing herein contained shall interfere with the suppression of pests declared to be public nuisances by section eleven of chapter one hundred and thirty-two, including the Dutch elm disease.

**Section 6. Penalty for violation of Secs. 3, 4 and 5.**

Section 6. Violations of any provision of the three preceding sections shall be punished by forfeiture of not more than five hundred dollars to the use of the city or town.

**Section 7. Planting of shade trees.**

Section 7. Cities and towns may appropriate money for the purpose of acquiring and planting shade trees in public ways. The tree warden, or a private organization acting with the written consent of the tree warden, may plant shade trees acquired with public or private funds in a public way, or if he deems it expedient, upon adjoining land at a distance not exceeding 20 feet from the layout of such public way for the purpose of improving, protecting, shading or ornamenting the same; provided, however, that the written consent of the owner of such adjoining land shall first be obtained.

**Section 8. Trees on state highways.**

Section 8. The department of highways, in this chapter called the department, shall have the care and control of all trees, shrubs and growths within state highways, and may trim, cut or remove such trees, shrubs and growths, or license the trimming, cutting or removal thereof. No such tree, shrub or other growth shall be trimmed, cut or removed by any person other than an agent or employee of the department, even if he be the owner of the fee in the land on which such tree, shrub or growth is situated, except upon a permit in writing from the department. Any person injured in his property by the action of the department as to the trimming, cutting, removal or retention of any such tree, shrub or other growth, may recover the damages, if any, which he has sustained, from the commonwealth under chapter seventy-nine.

**Section 9. Signs or marks on shade trees.**

Section 9. Whoever affixes to a tree in a public way or place a notice, sign, advertisement or other thing, whether in writing or otherwise, or cuts, paints or marks such tree, except for the purpose of protecting it or the public and under a written permit from the officer having the charge of such trees in a city or

from the tree warden in a town, or from the department in the case of a state highway, shall be punished by a fine of not more than fifty dollars. Tree wardens shall enforce the provisions of this section; but if a tree warden fails to act in the case of a state highway within thirty days after the receipt by him of a complaint in writing from the department, the department may proceed to enforce this section.

**Chapter 87: Section 10. Injury to trees on state highways.**

Section 10. Whoever without authority trims, cuts down or removes a tree, shrub or growth, within a state highway or maliciously injures, defaces or destroys any such tree, shrub or growth shall be punished by imprisonment for not more than six months, or by a fine of not more than five hundred dollars to the use of the commonwealth.

**Section 11. Injury to trees of another person.**

Section 11. Whoever willfully, maliciously or wantonly cuts, destroys or injures a tree, shrub or growth which is not his own, standing for any useful purpose, shall be punished by imprisonment for not more than six months or by a fine of not more than five hundred dollars.

**Section 12. Injury to shrubs, trees or fixtures.**

Section 12. Whoever wantonly injures, defaces or destroys a shrub, plant or tree, or fixture of ornament or utility, in a public way or place or in any public enclosure, or negligently or willfully suffers an animal driven by or for him or belonging to him to injure, deface or destroy such shrub, plant, tree or fixture, shall be punished by a fine of not more than five hundred dollars, and shall in addition thereto be liable to the town or any person for all damages to its or his interest in said shrub, plant, tree or fixture caused by such act. Whoever by any other means negligently or willfully injures, defaces or destroys such a shrub, plant, tree or fixture shall likewise be liable to the town or any person for all damages to its or his interest in said shrub, plant, tree or fixture caused by such act.

**Section 13. Powers and duties of tree wardens in cities.**

Section 13. The powers and duties conferred and imposed upon tree wardens in towns by this chapter shall be exercised and performed in cities by the officers charged with the care of shade trees within the limits of the highway.

**Section 14: Performance of maintenance and tree removal work by utility; submission and approval of vegetation management and hazard tree removal plans; submission of utility tree maintenance standards and specifications**

Section 14. (a) For the purposes of this section, "utility" shall mean a company engaging in the distribution of electricity or owning, operating or controlling distribution facilities; provided, however, that a distribution company shall not include any entity which owns or operates plant or equipment used to produce electricity, steam and chilled water, or an affiliate engaged solely in the provision of such electricity, steam and chilled water, where the electricity produced by such entity or its affiliate is primarily for the benefit of hospitals and nonprofit educational institutions, and where such plant or equipment was in operation before January 1, 1986.

(b) A utility may, or at the request of the tree warden shall, submit an annual vegetation management plan describing the maintenance work to be performed in a municipality. The plan shall include, but not be limited to, a map of the circuits where the maintenance work will be performed, the tree maintenance standards that will be followed and any foreseeable variance from those standards. The plan shall comply with local ordinances and regulations. The plan shall be submitted not less than 90



days prior to the date the utility proposes to begin its maintenance work. Upon receipt of the plan, the tree warden, or a designee thereof, shall notify the utility within 60 days, in writing, whether or not the plan has been approved. Upon receipt of written notification that the plan has been approved, or approved with modifications agreed to by both parties, a utility shall be exempt from the requirements of sections 3 and 5 for the work described in the approved plan.

(c) A utility may, or at the request of the tree warden shall, submit an annual hazard tree removal plan describing hazard tree removal work to be performed in a municipality. The plan shall include, but not be limited to, the specific trees that the utility has identified as a hazard and proposes to remove. The plan shall comply with local ordinances and regulations. The plan shall be submitted not less than 90 days prior to the date a utility proposes to begin tree removal. Upon receipt of the plan, the tree warden, or a designee thereof, shall notify the utility within 60 days, in writing, whether or not the plan has been approved. Upon receipt of written notification that the plan has been approved, or approved with modifications agreed to by both parties, the utility shall be exempt from the requirements of sections 3 and 5 for the work described in the approved plan.

(d) If a tree warden fails to notify a utility whether a vegetation management plan or hazard tree removal plan has been approved within 60 days of the warden's receipt of the plan, the utility may request a decision by the selectmen, mayor or chief administrative officer of the municipality.

(e) Notwithstanding approval of a vegetation management plan or hazard tree removal plan, a utility shall notify a tree warden, in writing, not less than 14 days prior to beginning maintenance work or tree removal work in a municipality. If a local ordinance or regulation requires more than 14 days notice, the utility shall comply with such ordinance or regulation. The notice provided shall include the date on which the utility will begin work and the phone number of the person or persons supervising the work in the field.

(f) The utility shall provide to the state forester, or such other person or agency as designated by the secretary of energy and environmental affairs, a copy of any annual vegetation management plan or hazard tree removal plan and a copy of the approval or denial letter from the applicable tree warden. The state forester, or such other person or agency as designated by the secretary of energy and environmental affairs, shall provide the utility an acknowledgment of receipt of such plans and determinations in any manner approved by said secretary.

(g) The utility shall annually submit to the state forester's office a set of utility tree maintenance standards and specifications and evidence that these standards have been adopted by the utility company. These standards and specifications shall conform with: American National Standard Institute A300; American National Standard Institute Z133; and National Electric Safety Code 218 Tree Trimming and OSHA 29 CFR Part 1910 Line Clearance Tree Trimming Operations. The state forester, or such other person or agency as designated by the secretary of energy and environmental affairs, shall make these standards and specifications available to the public on their websites or other accessible locations and shall accept and maintain a publicly accessible record of comments received relative to the standards and specifications and shall transmit the comments to the utilities.

**APPENDIX D**  
**CHAPTER 40 SECTION 15 C. SCENIC ROADS**  
**MASSACHUSETTS GENERAL LAWS**

**Section 15C. Designation and improvement of scenic roads.**

Upon recommendation or request of the planning board, conservation commission or historical commission of any city or town, such city or town may designate any road in said city or town, other than a numbered route or state highway as a scenic road; provided, however, that a numbered route may be designated by a city or town as a scenic road if its entire length is contained within the boundaries of said city or town, and no part of said route is owned or maintained by the commonwealth. After a road has been designated as a scenic road any repair, maintenance, reconstruction, or paving work done with respect thereto shall not involve or include the cutting or removal of trees, or the tearing down or destruction of stone walls, or portions thereof, except with the prior written consent of the planning board, or if there is no planning board, the selectmen of a town, or the city council of a city, after a public hearing duly advertised twice in a newspaper of general circulation in the area, as to time, date, place and purpose, the last publication to occur at least seven days prior to such hearing; provided, however, that when a public hearing must be held under the provisions of this section and under section three of chapter eighty-seven prior to the cutting or removal of a tree, such hearings shall be consolidated into a single public hearing before the tree warden and the planning board, or if there is no planning board, the selectmen of a town, or the city council of a city, and notice of such consolidated public hearing shall be given by the tree warden or his deputy as provided in said section three of chapter eighty-seven. Any city or town making said scenic road designation may make an ordinance or bylaw establishing that a violation of this paragraph shall be punished by a fine not to exceed three hundred dollars. (*Amended by 1989, 360 eff. 12-17-89.*)

Designation of a road as a scenic road shall not affect the eligibility of a city or town to receive construction or reconstruction aid for such road pursuant to the provisions of chapter ninety.