

## Invasive Plant Advisory Committee Meeting Agenda- DF Notes

Date: June 16, 2021, Time: 7:00 PM

Location; Remote

Attendees: Emily Boeing, Evan Worth, Pat Rice, Annette Cate, Deb Fountain. Guest: Paula Terrasi

1. Meeting Minutes for 6/2/21, as amended, were unanimously approved
2. Pepperell Invasive Plant List Development - Pat is the project lead and led this discussion.

Pat recommends using NH Dept of Agriculture Fact Sheets instead of creating our own. They are clear, concise, well-illustrated and easy to read. These are located at <https://www.agriculture.nh.gov/divisions/plant-industry/trees-shrubs-vines.htm> . She would like to use actual documents on our page vs a link so we would not have to update links. Discussion ensued about statements on these documents about herbicide usage, which is in Massachusetts requires a license for anyone other than homeowner on their own land. We agreed that we will review and edit out this information, and possibly replace it with a statement on each fact sheet, such as 'herbicide treatments are beyond the scope of this document' if New Hampshire approves of our changes (and not use the fact sheets if approval is not granted). That topic will also be mentioned on the first page of the website section, that discusses general information on invasives. Emily will use these fact sheets to print out and laminate for the Pull Event at the library on June 27th. All agreed to using these fact sheets as discussed. Pat will draft an email to the fact sheet developers notifying them that we would like to use post their fact sheets on our website, with modified herbicide references due to differences in state laws, and asking their permission.

3. Event Planning - June 27th Plant Pull at Library - Emily is the project lead and addressed the following:

Actions completed:

- Emily & Deb walked library boundaries last week with Deb Spratt and Paula Terrasi, and marked some; we know where we can work. Pat asked about notifying the church abutter to see if they mind if we pull on their property. We decided to focus on the opposite boundary, where the invasive plant population is thickest.
- Emily created FB announcement and had asked for feedback. We made one more change at the meeting, and Deb will distribute this week to:

Four Pepperell FB groups, Nashoba Conservation Trust and Lawrence Library and town website NewFlash. The Select Board will also announce it at their June 16 meeting. Deb will ask the library if they could make one of their lawn sandwich board signs for it. Deb also has a sign-up

sheet with 4 email contacts; she will send them the notice via email. There will also be a reminder notice sent out a few days prior to the event.

- Pat expressed concern about areas with poison ivy, and directing people away from it; this will be addressed
- Supplies: Deb purchased contractor-grade trash bags and the second weed wrench; expect delivery later this week.
- Annette created a t-shirt design for members who choose to purchase one at their own expense. These will be to wear at community events to help identify members. There was one suggested change to the design. She will send out pricing info to all.
- Advertising: Annette will make a lawn sign that says "Pepperell Invasives Committee at Work"

#### Discussion for next meeting

- Do we need further plans? Decide tasks for committee members, assign work areas; meet on site prior to June 27th? Find out who can bring tools, water, snack, technu, bug spray, work gloves, first aid kit. What about restoration?

4. Website Development - Evan is the project lead and shared his screen showing what he has developed as the proposed structure and content for our town website presence. He developed a format for a brief summary with bulletized species characteristics, and photos for each plant on Pat's list. From this page, he will add a hot link to the (proposed) fact sheet for each of these. Discussed publishing the info in stages as we continue to add topics. Evan may add QR cods, and new menu item for "Events". Also discussed were changes to the existing committee home page. We agreed to move the committee member name list to the bottom of the page, and shorten the text about the committee charge. Depending on how this looks, we may add something eye-catching on the main page. Deb mentioned adding some menu elements for native plant info also. She will send the below suggested list to Evan to build into the structure.

**Native Plants or Sustainable Gardens** - consider our target audiences - homeowners, businesses and agricultural community

- why use native plants / what they are
- lawn shrinkage
- plant lists for different types of gardens
- resource links / suggested reading
- where to buy native plants
- info for landscapers
- Native plant gardens of Pepperell video or photo tour (to be developed-Deb has info)

5. Wild & Scenic Community Grant

- Received one job application to date; Discussed when to cut off receiving applications and set up interviews. We will schedule an

interview with the candidate as soon as we have developed questions. Agreed that we will use a standard set of interview questions for all candidates. Deb and Annette will conduct interviews.

- Deb spoke to Town Accountant about budget reporting and has all necessary guidance
- Training is still pending; asked for dates July 21 or 22 for the Mapping/Measuring and Management of invasive Plants class and either July 14 or 15 for the class on Strategic Planning to Develop an Invasive Plant Management Plan. If our student/intern is on board by then, we will require them to attend as these classes will assist in completing their project. As soon as we have a firm training date, will also extend limited invitation to the Wild & Scenic Stewardship Grant Awards Committee.
- Purchased trash bags and weed wrench and have receipts

#### 7. Matters That May be Raised That Were Not Reasonably Anticipated

- Deb received an invitation to help NCT with Day Woods restoration. This will encompass removal of invasives and possible planting some natives along with NCT members as a cooperative effort. Deb and Pat will meet the NCT reps next week to view the site and set a date.
- Deb sent outreach email to Groton Invasive Species Committee and was invited by their Chair, Brian Bettencourt, to attend their next meeting, possibly June 21st. One of their members has already asked to attend our training.
- Deb mentioned the new native plant pollinator garden at town hall. She is designing an information board with the Pepperell Garden Club. This is another opportunity to share native plant info, and that will be at the heart of the message.

Set Next Meeting Date, June 23rd; meeting will be remote.

#### Actions:

- Pat- draft email to NH Extension service re use of their Fact Sheets
- Deb - send out event announcements to listed groups
- Emily- prepare table handouts
- Pat - mark one each of each plant species on site that we will be addressing for identification
- Annette - make a lawn sign that says : Pepperell Invasive Committee at Work
- Annette - complete t-shirt design and distribute pricing info to committee members
- All - send any comments/feedback on website presentation to Evan

- Deb - send Evan an edited version of the committee charge info, and some menu topics concerning native plants to add to the sidebar
- Evan - make website changes as discussed
- Deb - post a list of interview questions on Google Drive for committee review/edit