

# LANDSCAPE AND TREE PRESERVATION BOARD MEETING

Municipal Center Council Chambers

June 25, 2024, 1:00 pm

## Minutes

I. **Call to Order:** Patrea St John called the meeting to order at 1:00 pm

II. **Roll Call:**

**Present:** Gregory Darus  
Denise Graybill-Donohoe  
Robert Ryan  
Elisabeth St. John  
Melissa Yeardon

**Also Present:** John Taylor, Jr., *Planning Manager*  
Daniel Vincent, *Planner*  
Patrea St John, *Planner*

III. **Introductions:**

Board members introduced themselves and stated their interest in volunteering for the Landscape and Tree Preservation Board.

IV. **New Business:**

A. **Elections of the Board Chairman, Vice Chairman and Secretary**

Ms. Patrea St John opened the floor for nominations for Board Chairman.

***Mr. Darus made a motion to nominate himself for the Chairman position for 2024. Ms. Yeardon seconded the motion. With no other nominations, the motion was approved unanimously.***

Ms. Patrea St John opened the floor for nominations for Board Vice Chairman.

***Ms. Graybill-Donohoe made a motion to nominate Mr. Ryan for the Vice Chairman position for 2024. Mr. Darus seconded the motion. With no other nominations, the motion was approved unanimously.***

Ms. Patrea St John opened the floor for nominations for the Secretary position for 2024.

***Ms. Yeardon made a motion to nominate Ms. Patrea St John for Board Secretary. Mr. Darus seconded the motion. With no other nominations, the motion was approved unanimously.***

B. **Review and approval of Board of Landscape and Tree Preservation Rules of Procedures**

Mr. Darus asked the Board if there were any questions or comments regarding the draft Rules of Procedure provided in the meeting materials.

The Board had a few questions for clarification purposes and some discussion. No changes or amendments were offered.

***Mr. Ryan made a motion to approve the draft Rules of Procedure for the Landscape and Tree Preservation Board. Ms. Yeardon seconded the motion. The motion was approved unanimously.***

**V. Board Member Comments:**

Ms. Elisabeth St John had a few questions for staff referencing the Landscape and Tree Preservation Ordinance and the Continuing Education requirements.

**VI. Adjournment:**

Mr. Ryan made a motion to adjourn the meeting at 1:35 pm. Ms. Graybill-Donohoe seconded the motion.

Submitted by,

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**Patrea St John, Board Secretary**

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**Date**

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