



VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES AGENDA

MEETING DATE: JANUARY 12, 2021

AGENDA ITEM SECTION: MATTERS REQUIRING ACTION

AGENDA ITEM NO. : 8

AGENDA ITEM: DISCUSSION AND CONSIDERATION TO ADOPT A NEW TREE MEMORIAL POLICY FOR WATERFRONT PARK

ITEM BACKUP DOCUMENTATION:

1. MEMO DATED DECEMBER 30, 2020 FROM MR. EDMOND MANLEY/ACTING VILLAGE ADMINISTRATOR TO THE BOARD OF TRUSTEES
2. VILLAGE OF DOBBS FERRY WATERFRONT PARK MEMORIAL TREE PROGRAM



Memo: Memorial Trees in Dobbs Ferry

To: Board of Trustees

From: Ed Manley, Acting Village Administrator

Date: Dec. 30, 2020

A response to the following query regarding the planting of trees on Village property by residents:

Dear Tree Commission Board Members,

My name is Mario Triantafillou and my family and I are Dobbs Ferry residents.

This holiday season, due to the space constraints imposed by living in an apartment, we decided to buy a potted White Pine for our Christmas tree. It is a beautiful tree (now less than 4 feet tall) that is native to the region and has the potential to grow to 80 feet. Soon after Christmas, I would like to plant this tree somewhere in the community (I have no immediate thoughts on where). It would be a wonderful legacy to my two daughters that they be there for the planting so that in years hence, when they are older, they could potentially show their children the tree that they had planted as children.

Is there a formal process for doing this and what are the details?

Many thanks for your time and attention, Mario Triantafillou, PhD

There is currently no procedure or program in place for formal approval of or facilitation for the planting of trees by residents on Village property. We have the Adopt-A-Park/Island program which allows residents/groups/ neighbors to take over the care and planting of designated green spaces. A list of available green spaces can be found in the [Adopt A Park/Island program description](#). High Street and the Walgrove Avenue Island have both been adopted. These are not spaces, however, that are conducive to 80 ft trees.

The following are issues to consider when crafting a procedure or program going forward:

- **Limited public space.** Our formal parks – Waterfront, Memorial, Gould – for the most part already have the right balance of trees. Gould is an exception, and the landscaping plan for the park is in process in conjunction with the construction of the new playground. Both Chauncey Park and Juhring Estate would be suitable for the planting of trees, but they are already forested. There is not an obvious single open space to designate for the planting of trees by residents. However, there are places all across the Village where trees can be planted.
- **The right tree for the right location.** Certain species of trees are suited better for some locations than others. Certain locations are better for planting trees than others. Input from both the

Conservation Advisory Board and the Department of Public Works on any procedure or program is important.

- **Public acknowledgement of memorial or honor.** We recognize that some residents, though not all, might want some public acknowledgement of their memorial contribution. A plaque on a tree in the middle of a forest might not be as impactful for some as a memorial grove of trees, or a planting in a more centrally located park. A possible solution might involve a centrally located memorial wall acknowledging the tree planting.

Proposed Memorial Tree Planting Program

Procedure:

- 1) Resident submits application to Jennifer Dorman at the Department of Public Works who shares it with the Conservation Advisory Board. The applicant will indicate whether:
 - a. they would like to provide their own tree (which would need to be approved by CAB and DPW).
 - b. they would like the Village to procure a tree.
- 2) An optional memorial plaque would be associated with the tree planting.
- 3) Conservation Advisory Board reviews application and selects location and species of tree (if applicable).
- 4) DPW reviews CAB recommendation for potential safety or other issues of concern
- 5) DPW sends resident notification of when and where the tree will be planted. Residents can choose to attend and help with planting. Ribbon attached to tree as a marker.
- 6) Memorial plaque installed on memorial location.

Memorial Wall or Site

A Memorial Wall or Memorial Site is a potential solution to the lack of a central available location for tree planting in the Village. If residents prefer to have a loved one's memory publicly honored to accompany the tree planting, the Board can consider the installation of a memorial wall or site in the Waterfront Park. A plaque would indicate that a tree has been planted in the Village to honor those included in the Memorial location. There are a few possible locations for such a site:

1) Memorial wall

The low concrete wall along the waterfront path adjacent to the amphitheater: an artistic plaque describing the tree plantings along with the memorial plates could make this wall more beautiful and the wall is situated across from three benches making it a nice spot for memories and meditation.



2) A patio of engraved pavers

There are several sites in the park where a ground-level memorial area could be created. Wind is an issue at the Waterfront Park which is why a tall structure would be more challenging. Stone pavers could be engraved in a decorative array.



3) Engraved pavers along the existing path

A central plaque installed along the Waterfront walkway could be installed indicating that engraved pavers along the walkway indicate that a tree was planted in the Village in a residents' honor.



Resources:

Municipal Memorial Tree Programs:

Buffalo Grove Park District (includes memorial wall): <http://bgparks.org/information/tree.aspx>

Winston Salem, NC: <https://www.cityofws.org/862/WePlay-Memorial-Program>

Greenbelt, MD: <https://www.greenbeltmd.gov/government/departments-con-t/public-works/memorials>

Grand Junction, CO: <https://www.gjcity.org/DocumentCenter/View/337/Memorial-Tree-Brochure-PDF>

Bolingbrook, IL: <http://www.bolingbrookparks.org/en/parks-and-nature-areas/memorial-tree/>

City of Bryant, AR: <https://www.cityofbryant.com/1194/Memorial-Programs>

St. Charles, IL: <https://www.stcparkfoundation.org/memorial-program>

Rio Rancho, NM: <https://www.rnm.gov/1407/Memorial-Tree-Program>

Jacksonville, NC: <https://jacksonvillenc.gov/674/Memorials-Honors-Program>

Memorial Groves:

Earth Sanctuary Memorial tree Planting Program: <https://earthsanctuary.org/memorial-tree-program/>

The Living Memorials Project: <https://www.fs.fed.us/nrs/livingmemorialsproject/>

9/11 Living memorials:

https://www.fs.fed.us/ne/newtown_square/publications/technical_reports/pdfs/2005/ne_gtr333C.pdf

Other programs:

Trees Atlanta – Tribute trees: <https://www.treesatlanta.org/support-us/tributetree/>

Forest Preserve Foundation: <https://forestpreservefoundation.org/give/ways-to-give/dedicate-a-tree-or-bench/>

UK National Trust Memorial Tree Program: <https://www.nationaltrust.org.uk/features/plant-a-tree>



Village of Dobbs Ferry Waterfront Park - Memorial Tree Program

Policy: To permit individuals or organizations to request that a memorial tree, or “memory tree” commemorating a person with a significant connection to the park.

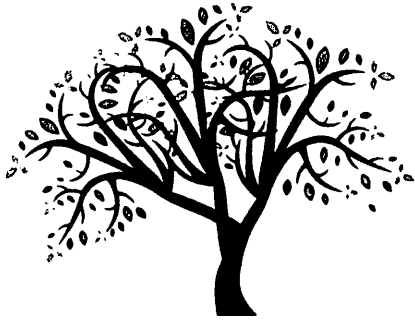
Purpose: The purpose of this policy is to provide procedures for commemorating a person with a significant connection to the park/Village by designating a tree in their memory. This policy has been developed to make sure that this can be accomplished and that standard procedures are followed by all requesting individuals or organizations.

Procedure:

- Requests for memorial or “memory trees” should be made through the Village of Dobbs Ferry Recreation Department. Applications can be found on our website – www.dobbsferry.com/recreation-department or by e-mailing: Recreation@dobbsferry.com.
- Applications should be submitted to Kendra Garrison, 112 Main Street, Dobbs Ferry NY, 10522 or via e-mail at Kgarrison@dobbsferry.com.
- Applications will be reviewed and approved/denied by the Recreation Commission and the Friends of Waterfront Park.
- The following conditions apply to the acceptance of a gift to plant a tree:
 - The Friends of Waterfront Park will work with the donor and select an appropriate species and location for the tree. Once an agreement is reached, the Recreation Commission will give final approval.
- Trees will only be planted by a local nursery as per the Friends of Waterfront Park.
- The donation required for a memorial or “memory tree” is \$3,000, made payable to the Friends of Waterfront Park. Please note: The Village and Friends will not begin any efforts on purchasing or installing a memorial tree until the entire gift is funded.

Important information to know:

- Donations for trees may be submitted at any time of the year, however, they will only be planted during tree planting season.
- Occasionally, memorial trees must be removed or moved due to unforeseen circumstances. The Village will consider moving smaller trees, but may not be able to do so in all cases. If this occurs, the Recreation Department will contact the donor to provide notification and to discuss any options. The Village and Friends of Waterfront Park do not guarantee that memorial trees can be moved or will be replaced.
- Memorial tree installations are guaranteed for one year. If a tree dies during this period it will be replaced at no charge.
- Plagues are not included in the tree fee. They may be purchased for an additional charge.
- After the tree is planted, the donor will receive a certificate and picture of their tree.
- **No** decorations, lights, flowers, shrubs or any other objects may be planted or placed in/on/or around the tree or mulch bed.



Village of Dobbs Ferry
Waterfront Park - Memorial Tree Program

Tree Donation Application

Contact Person: _____ E-mail address: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone #: _____ Cell Phone #: _____

This tree is:

In memory of

In honor of

To celebrate

Person or event: _____

Reason: _____

Signature: _____

Date: _____

Please make checks payable to: Dobbs Ferry Friends of Waterfront Park

Please return application and payment to:

Dobbs Ferry Recreation Department
112 Main Street
Dobbs Ferry, NY 10706
Attn: Kendra Garrison