



CITY OF CHARLES TOWN

CHARLES TOWN TREE BOARD

AGENDA • OCTOBER 15, 2026

**Commission/Board
Meeting**

COUNCIL CHAMBERS

7:00 PM

101 E Washington Street, Charles Town, WV 25414

1. CALL TO ORDER

2. APPROVAL OF MINUTES

: **2026-2028:** Approval of Tree Board Meeting Minutes - September 3, 2026 meeting
[Tree Board Meeting Minutes - September 2026.pdf](#)

3. UNFINISHED BUSINESS

: **2026-2029:** BMP Tree Program for Fall of 2026 wrap up. Issues, better planning, recommendations?

: **2026-2030:** Fall Tree Planting Cacapon Institute- Planting at JMP Pool to address drainage areas and water run off along with natural planting. 20 Bottlebrush Buckeyes, 16 American Beautyberries, 2 Swamp white Oaks, 1 Redbud. This is a joint effort by the TB and P&R. We will seek to get a large volunteer turnout and make this a community event. City Council and Mayor invites are in order. Planting will occur on October 17, 2026, from 9am-11am. Request for Tree Board attendance.

: **2026-2031:** Events Earth Grounds Festival November 7, 2026. Events, activities, manning table?

: **2026-2032:** WV Department of Forestry Community Grants at \$50,000. No longer focused on removal of invasive species, unless replace invasive with native 1 for 1. Funds are expended and reimbursed. Equipment can be purchased with a maximum of \$5,000.

<https://wvforestry.com/wp-content/uploads/2025/07/Community-Tree-Grant-Instructions.pdf>

: **2026-2033:** Identification of non-for profits that might benefit from Cacapon projects.

4. NEW BUSINESS

: **2026-2034:** Assessing new planting areas in town, both public spaces and private opportunities. Databases, maps and information that would be helpful in determining these areas. How best to leverage public and private projects.

: **2026-2035:** Arbor estimates. Sycamores on Liberty: See included estimate. White Oak at JMP. See included estimate. Assessment of other stressed trees and those impacting public areas. Recommendation to City Council to renew request for City-wide assessment and trimming. RFP never made it to public prior to resignation of City Manager. Request Tree Board take lead on this issue, work with Maintenance on items they can/could do and seek proposals or draft proposals for RFP for City to issue.

[acorn & twigg est white oak at jmp 10.26.pdf](#)
[Estimate Acordn & Twigg Sycamores on Liberty St 10.26.pdf](#)

: **2026-2036:** Discussion with Infrastructure on assessment of Liberty St planting areas and opportunity to increase plantings with appropriate shrubs & plants.

: **2026-2037:** Planting around pickleball courts. Request from Parks & Rec to seek funds and assume this project. Discussion of project and potential assistance we can provide.

5. ADJOURNMENT

6. NOTICE: The Public May View the Meeting Live by Clicking on the Event Link at:
https://www.charlestownwv.us/government/agendas_minutes.php