**NYS DEC Urban Forestry Grant Kickoff Meeting**

Attendees: Ann Marie Grattan, Clerk-Treasurer, Vicky Wagenbaugh, Environmental Program Specialist 1, Daniel Gaidasz, Gloria Vanduyne and Brice (DEC local Forester)

* 1st step is for the village to have a Kickoff meeting with the vendor (Davey Resource Group), the mayor, DPW, Tree board member and Brice
* Review inspections of data
* Review Management Plan – create goals and objectives to move forward with the project
* Work and Price Tag? At this point, municipalities tend to be shocked on the budget/price tag that goes along with years of work, IE: tree removal, trimming, etc.
* The goal is to prioritize to get us to Maintenance and Tracking.
* They recommend having conversations early – the DPW, mayor, tree board.
* Drafts will be formed with recommendations then forwarded to the DEC
* Performance Measures: Vicky will work with us on quarterly reporting and anything we need added to our grant application.
* Currently the grant is with the NYS Comptroller’s Office awaiting approval. Once that happens it comes back to the village for signatures (Ann & Scott). Then it is forwarded to the Attorney General’s Office for signatures.