



**NEWPORT TREE BOARD  
REGULAR MEETING MINUTES  
MARCH 18, 2025 @ 4:00 P.M.**

Newport Municipal Building, 998 Monmouth Street, 1<sup>st</sup> Floor Multi-Purpose Room

The public can access the meeting through the live stream on  
[Facebook.com/City of Newport, Ky](https://Facebook.com/City of Newport, Ky) or [YouTube / City of Newport, Ky](https://YouTube / City of Newport, Ky)

A regular meeting of the Newport Tree Board was held on Tuesday, March 18, 2025, @ 4:00 p.m. at the Newport Municipal Complex 998 Monmouth Street Newport, KY.

**Board Members Present:**

- Caitlin McBee
- Don Spaulding
- Neal Connor
- Brant Owens

**Board Members Absent:**

- Kevin Broghamer

**City of Newport Members:**

- City Attorney – Michael Woloshin
- City Arborist – Cassandra Homan
- Public Works Director – Ray Ebert
- Zoning Administrator – Jessica Bolton
- Legal Administrative Assistant – Rosemary Williams

**Speakers Sworn in by Attorney Michael Woloshin**

**Approval of Minutes:**

- A motion made by Neal Connor, seconded by Don Spaulding, to approve the Regular Meeting minutes from October 8, 2024, motion carried 4-0.

**Public Hearing:**

**NTB-25-01:**

- City Arborist – Cassandra Homan
- Location: Throughout the City of Newport
- Request: Various trees be removed throughout the City of Newport

**Comments:**

- Cassandra Homan presented a list to the board compiled from best management practices, urban forestry standards, major risk injury inspections, and an inventory update in one zone, which is then put out for bid.
- Camille Lauth, a resident at 307 Overton Street, stated that she does not think the tree needs to be cut down.
- Bill Ritley, a resident at 735 Overton Street, thinks that a second arborist should look at the tree.
- Neal Hensley, a resident of 524 East 3rd Street near Mansion Hill Park, questioned whether the whole row of trees or just the one by her house would be removed.
- Marsha Lance, a resident of 922 Washington Ave., stated that the tree by her house needs to be removed.

**Approval:**

A motion made by Brant Owens, seconded by Caitlin McBee, to approve **Case – NTB-25-01**

All trees on the list except 733 Park Avenue and 307 Overton Street are to be removed. Another arborist will provide a second opinion for 733 Park Avenue and 307 Overton Street.

**Roll Call Vote: 4-0 motion carried.**

- Caitlin McBee (Yes)
- Don Spaulding (Yes)
- Neal Connor (Yes)
- Brant Owens (Yes)

**NTB-25-02**

- Applicant: James Englert
- Location: 708 Washington Ave.
- Request: Removal of the tree and replacement with another tree.

**Comments:**

- The applicant stated he would like his tree removed.

**Approval:**

A motion made by Neal Connor, seconded by Don Spaulding, to approve Case –NTB-25-02 for removing the tree from 708 Washington Ave.

**Roll Call Vote: 4-0 motion carried,**

- Caitlin McBee (Yes)
- Don Spaulding (Yes)
- Neal Connor (Yes)
- Brant Owens (Yes)

**NTB-25-03:**

- Applicant: Bobby Woolwine
- Location: Forth & Monmouth Street
- Request: Remove and replace the tree at the corner of Fourth and Monmouth Street

**Case – NTB-25-03 Tabled 4-0 Applicant Absent:**

Attorney Michael Woloshin required this case to be tabled until the next meeting so that the applicant could be present.

**Roll Call Vote 4-0 motion carried.**

- Caitlin McBee (Yes)
- Don Spaulding (Yes)
- Neal Connor (Yes)
- Brant Owens (Yes)

**Adjournment:**

A motion made by Brant Owens, seconded by Caitlin McBee, to adjourn the meeting at approximately 5:03 p.m. Motion carried- so ordered.

Approved: \_\_\_\_\_  
Brant Owens, Chairperson

Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Tiffany Myers, City Clerk

Minutes Prepared by: \_\_\_\_\_  
Rosemary Williams