

Job Description

Title: Tree Warden

Supervision: As an elected official the Tree Warden answers directly to the townspeople of Monterey.

Compensation: Salary is determined at annual town meeting.

Benefits: As an elected official working less than 20 hours per week the Tree Warden is not eligible for benefits. Elected officials are required to participate in the OBRA retirement program.

Job Environment: The nature of duties requires the elected official to frequently conduct work outdoors and may involve the presence of unpleasant or irritating elements, such as odors, toxins/fumes, dust, loud noises, electricity, explosive materials, smoke, heat, cold, oil, dirt or grease. Work may be performed outdoors regardless of weather conditions. The elected official should be available in response to man-made or natural emergency situations on a 24/7 basis, 365 days per year.

Responsibilities:

The essential duties and responsibilities listed include the minimum requirements for the position. This position includes additional duties that are a natural progression from that position's essential duties. The omission of specific statements of duties does not exclude them from the responsibility of the employee in the position if the work is similar, related, or a logical assignment to the position.

- Driving town roads to identify dead/dying/unsafe trees. Prioritize (1-2-3) and keep logs for power company/contracted work and highway department.
- Determine if work requires a contractor, electric company or highway department.
- Report any trees that require removal to the electric company and prioritize (1-2-3).
- Create efficient daily plans for trees to be cut when contracted out (except in emergencies)
- Emergency tree removals to be coordinated with the highway and police departments and fire department if a road is to be closed for a lengthy period of time.
- Planting trees on town land.

Priority Scale:

1 – Completely dead/danger from falling debris/danger to pedestrians/threat to life or property

2 – 50% or less dead/rot is starting/woodpecker holes/tree deformities

3 – Dead but leaning away from road/minimal safety concern/tree beginning to die

The Highway Department will assist with cleanup of large wood unable to be chipped to maximize budgets for takedowns. They will also assist with the cutting and cleanup of basic trees that don't involve high hazards.

Trees removed by the Highway Department are either causing a road hazard to traffic or highway vehicles/machinery or any canopy/tree that must be removed for a road project.

Knowledge, Ability and Skill: Knowledge in all facets of arbor culture. Certification through the MA Arborist program preferred.