

SHADE TREE REGULAR MEETING MINUTES
October 14, 2009

Meeting Called to Order: 7:15 p.m.

Members in Attendance: L. Ferguson, K. Halpin, P.Huizenga

Absent: K. Clark, L. Starita

MINUTES:

Regular Meeting

The Washington Borough Shade Tree Commission Meeting was called to order and the "Open Public Meetings Act" read into the Record. The meeting was duly advertised and posted on the Bulletin Board for Wednesday, October 14, 2009. A Motion was made by K. Halpin and seconded by L. Ferguson that the minutes be approved with no corrections for the meeting of September 9, 2009.

Ayes: 3, Nays: 0

COMMUNICATIONS:

OLD BUSINESS:

1. New Jersey Shade Tree Annual Conference- L. Starita and L. Ferguson will be attending the 1 day workshop. K. Clark was absent from the meeting and could not confirm his intent at this time.
2. Tree City USA.- The Shade Tree Commission has currently lost association since the Arbor Day Proclamation requirement was not fulfilled this past April. However, the Road Department will be posting the (2) street signs from Tree City USA that commemorates Washington Borough's 10 year participation with this organization.
3. Green Community Grant- Paul Cowie & Associates have provided the final copies of the Community Forestry Management Plan. Two original copies were signed by Mayor, Scott McDonald and were forwarded to the New Jersey Forest Service for approval. An additional 10 copies will be distributed to the Shade Tree Commissioners and the Borough Manager. The Commission should receive the \$3,000.00 Grant award after the State has approved the updated CFMP.
4. 2009 Tree Removal/Trim List- The following list was drafted as a result from the Commissioners' evaluation of hazardous trees.

Trimming deadwood from r.o.w. trees on Grand Avenue
11 Grand Avenue – removal
17 Grand Avenue – removal
26 Grand Avenue – removal
27 Grand Avenue – removal
245 West Warren Street – removal (corner property yard bordering on McDonald St.)
111 McDonald Street – removal

Commission will send out 3 quote requests to obtain the most reasonable cost for these services. The vendors that will be notified are Peterson & Son, Bartlett Tree Experts, Sunshine Tree and Landscape and Beaver's Tree Service.

NEW BUSINESS:

1. 91 McDonald Street- Homeowner (Jason Jorgensen) attended the October 14th Meeting, which addressed his front tree. The declining Norway Maple had a limb fall onto Mr. Jorgensen's vehicle. The Commission had confirmed that the tree was not in the r.o.w. area and concluded that it was the homeowner's responsibility to maintain it. No action was taken.
2. 25 Alvin Sloan Avenue- Homeowner (Bartley Howley) reported his r.o.w. was dead and requested a replacement when possible. A letter will go out to the homeowners stating that their request for a replacement will be noted on the current list.
3. 2009 Business Stimulus Fund- Awards range between \$5,000 and \$8,000 to promote local tree care/businesses throughout the state. A motion was made by K. Halpin and seconded by P. Huizenga to apply for this funding. L. Ferguson will complete the application before the December 1, 2009 deadline.

Ayes: 3, Nays: 0

4. Community Forestry Internship Program- L. Ferguson provided a draft letter to Dr. Jason Grabowski (Rutger's University School of Agriculture). The Commissioners reviewed the letter and determined that specific objectives need to be outlined before proceeding any further in this process. K. Halpin suggested that L. Ferguson speak with Dr. Grabowski at the Oct. 24 Shade Tree Federation Meeting regarding Rutger's course requirements and volunteer work. The Commission feels that an Internship Project would be beneficial for both the Borough and the students once the objectives are clearly defined.
5. 2009 Actual Budget- The Shade Tree Commission's 2009 Budget has been finalized. The remaining balance for expenditures is \$12,858.29.
6. 2010 Budget Worksheet- Borough Manager, Richard Phelan requested all departments/commissions to complete a budget worksheet for 2010. A motion was made by K. Halpin and seconded by P. Huizenga to keep the same amount for all line items budgeted in 2009 with the exception of Contractual Services (Tree Maintenance). An additional \$10,000 was proposed for 2010 in order to adequately maintain/remove hazardous trees throughout the Borough.

Ayes: 3, Nays: 0

ADJOURNMENT:

Hearing no further business before the Commission, it was moved by L. Ferguson and seconded by K. Halpin that the meeting be adjourned at 8:15 p.m.

Ayes: 3, Nays: 0
Motion Carried

Respectfully submitted,
Susan Fleming