

SHADE TREE REGULAR MEETING MINUTES
November 16, 2009

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

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

Absent: K. Clark

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, November 16, 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 October 14, 2009.

Ayes: 4, Nays: 0

COMMUNICATIONS:

OLD BUSINESS:

1. New Jersey Shade Tree Annual Conference- L. Starita and L. Ferguson attended the 1 day workshop on October 24th in Cherry Hill, NJ. Both Commissioners earned (5) CEU’s each which will be instrumental in maintaining the Shade Tree Commission’s Approved Status under the New Jersey Shade Tree and Community Forestry Assistance Act.
2. Green Community Grant- A letter from Michael D’Errico, State Coordinator Community Forestry stated that Washington Borough’s updated Community Forestry Management Plan is approved for 2009 through the 2013 calendar year. The Shade Tree Commission has received a Certificate of Approval from the NJ Department of Environmental Protection Division of Parks and Forestry. Consequently, the \$3,000 Grant allowance to update the CFMP will be sent to Washington Borough within the next few weeks.
3. Removal/Trim List - The Commission reviewed the (3) quote requests that were submitted to Peterson & Son, Sunshine Tree and Landscape and Bartlett Tree Experts and agreed that Sunshine Tree and Landscape was the most affordable rate. After considering the available funds, a motion was made by L. Starita and seconded by K.

Halpin to amend the list of original removals/trims and schedule additional locations that were on a potential “hazardous” list.

Ayes: 4, Nays: 0

Sunshine Tree and Landscape will be notified of the Commission’s decision, so the work can be scheduled as soon as possible. Purchase Order #09-01454 will be generated to show the vendor’s name and all quotes will be attached for review. Also, the homeowners will be notified if their r.o.w. tree is scheduled to be removed so they are aware of the situation.

4. 2009 Business Stimulus Fund- K. Halpin and L. Ferguson worked together on this application. Each award recipient will receive between \$5,000 and \$8,000. These funds are used to promote local tree care/forestry businesses throughout the state while implementing the goals and objectives in our Community Forestry Management Plan.
5. JML Landscaping- Replacement trees for the Cool Communities Grant were completed as follows:
 - 23 McKinley Avenue- replace with a Lilac Tree
 - 343 North Prospect Street- replace with a Lilac Tree
 - 22 Lambert Street- replace with a Honey Locust Tree
6. 2010 Budget Worksheet- The Shade Tree Commission requested additional funds for the 2010 Budget for the Contractual Services line item. L. Starita suggested that the Commission provide a copy of the overall program goals listed on the newly updated Community Forestry Management Plan to the Borough Council. The goals support the need for additional funding that the Commission requires in order to be more effective.

NEW BUSINESS:

1. 65 Cornish Street- Homeowner (Francis Osinski) questioned whether the tree located on the front of his property belonged to the Borough. His intentions are for the tree to be trimmed and requests that the Commission confirm if the tree is located in the r.o.w. area. Commissioner, K. Halpin researched the past correspondence regarding this issue. As a result, Mr. Osinski’s request was previously addressed in 2006 at the Shade Tree’s June 14th Meeting. When the tree was inspected at that time, it was found to be out of the Commission’s jurisdiction. A letter was sent to the owners stating that they were responsible for maintaining the tree. Consequently, a 2nd notification was sent to Mr. Osinski to reiterate the homeowner’s responsibility. This follow-up letter also added that the tree existed before the house was built and eventually grew into the r.o.w. area.
2. 240 West Warren Street- Homeowner (Gail Bakker) reported her r.o.w. Maple had fallen limbs. After K. Halpin inspected the location, she suggested that the tree should be added to the list for Sunshine Tree and Landscape to trim.
3. 38 West Johnston Street- Homeowner (Anna Massimo) requested that a

Commissioner evaluate the tree on the side of her corner property, due to some fallen limbs. After L. Starita assessed the location, it was found to be out of the r.o.w. area. A letter went out to the homeowner stating that she would be responsible for maintaining the tree.

ADJOURNMENT:

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

Ayes: 4, Nays: 0
Motion Carried

Respectfully submitted,
Susan Fleming