

**SHADE TREE REGULAR MEETING MINUTES  
OCTOBER 17, 2016**

Meeting Called to Order: 7:00 p.m.

Members in Attendance: K. Halpin, G. Pohorely, S. Marr  
Absent:

**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 Monday, October 17, 2016. A Motion was made by S. Marr and seconded by G. Pohorely that the be approved for the meeting of September 1, 2016.

Ayes: 3, Nays: 0  
Motion Carried

**COMMUNICATIONS:**

1. Arbor Day Newsletter – September/October 2016, Tree City USA Bulletin 2016 Annual Report will be filed for future reference.

**OLD BUSINESS:**

1. Tree Maintenance Work Throughout the Borough - Sunshine Tree and Landscape are in the process of removing and trimming the 16 designated trees in town. There is a question regarding a tree removal at 47 Alvin Sloan Avenue. K. Halpin will visit the location to determine the correct address for the tree removal. She will also contact Sunshine Tree & Landscape concerning any necessary changes.
2. CSIP Grant - The Commissioners are reviewing a list of trees that are needed to be purchased for planting next Spring. According to the grant timeline, the Commission needs to select a certified nursery who can provide the specific trees and install them within the designated schedule. The Commission will discuss this further at the November 14<sup>th</sup> Shade Tree meeting.
3. 17 Lambert Street – Property Owners (Patrick Hodgskin & Salvacion Diaz) had (2) dead trees in the right-of-way area replaced by their landscaper. The Commission observed that the replacement trees were not the required 3” caliber in diameter. The original trees were planted approximately 10 years ago when the housing development was completed. K. Halpin noted that a letter should be sent to the property owners stating that the existing trees need to be replaced with comparable street trees.

### **NEW BUSINESS:**

1. New Jersey Tree Foundation and Public Service Electric & Gas – There is another free seminar on November 4<sup>th</sup> entitled “Planting the Right Tree in the Right Place, the Right Way”. G. Pohorely will earn 3 CEU’s by attending this program.
2. 2017 Municipal Budget Worksheets - The Shade Tree Commission requested an additional \$2,000 in their 2017 Municipal Budget. K. Halpin prepared a brief narrative to explain the need for additional funds next year. It was also noted that the Commission has only 3 volunteers and would greatly appreciate more assistance.
3. Tree City Recertification - S. Marr will be preparing the Tree City Recertification application that is due by 12/31/16. The Washington Borough Shade Tree Commission has been a Tree City USA member for 16 years. One of the benefits of this program is to increase awareness of the many social, economic, and environmental benefits urban forestry provides.

### **ADJOURNMENT:**

Hearing no further business before the Commission, it was moved by S. Marr and seconded by G. Pohorely that the meeting be adjourned at 8:00 p.m.

Ayes: 3, Nays: 0  
Motion Carried

Respectfully submitted,

Susan Fleming