

**SHADE TREE REGULAR MEETING MINUTES
NOVEMBER 13, 2017**

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

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

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, November 13, 2017. A Motion was made by G. Pohorely and seconded by S. Marr that the minutes be approved for the meeting of October 10, 2017.

Ayes: 3, Nays: 0
Motion Carried

COMMUNICATIONS:

1. Arbor Day November/December 2017 Newsletter - This information will be filed for future reference.

OLD BUSINESS:

1. 17 Lambert Street - The property owners (Salvacion Diaz & Patrick Hodgskin) have been scheduled for a second court appearance on November 13, 2017 for violating the Shade Tree Ordinance #83-2. If the owners failed to appear for this court date, a summons will be issued. There is no action to be taken at this time, since it depends on their court appearance.
2. CSIP Grant - According to the New Jersey State Forester, the request for the grant extension required a letter from the Borough Manager. As a result, the grant has been extended to allow the 2 year maintenance agreement split between Sunshine Tree & Landscape for the first year and the Shade Tree Commission for the second year. There were four additional planting locations also added to the list.
3. Action Tree Service - The maintenance work on the following locations were completed: tree removals at 130 Broad Street and 128 Belvidere Ave., 2 stump removals at 200 West Warren Street and trimming at 263 West Warren Street.
4. 2016 Encumbrance - Tim Terry of Penny Toss Farm is scheduled to replace a Golden Rain tree by the downtown pocket park before the end of this year. Mr. Terry will notify K. Halpin when the job is complete.

5. Shade Tree Federation Conference – G. Pohorely and S. McDonald attended the annual conference in Cherry Hill, NJ. on October 19, 2017. They earned the required (8) CEU's to maintain approved status with the New Jersey Urban & Community Forestry Program. Jonathan James & Darryl Wright from the Washington Borough DPW also registered for the conference. They attended the CORE Training courses on October 19th.

NEW BUSINESS:

1. 2018 Budget Worksheet – The Shade Tree Commission submitted a request for an additional \$500.00 in their 2018 budget. This amount would allow an annual total of \$20,000 to cover all of their line items. One of the Commission's goals is to be proactive towards maintaining a safe and aesthetically proven environment in Washington Borough.
2. 265 Carlton Avenue – The DPW reported a dangling limb off a right-of-way tree. Due to limitations with their equipment, it could not be readily removed. Action Tree Service provided a quote to remove the hazardous limb and prune away existing deadwood. A Motion was made by S. Marr and seconded by G. Pohorely to hire Action Tree Service for the maintenance at 265 Carlton Ave.

Ayes: 3, Nays 0
Motion Carried

3. Tree City USA – S. Marr will submit the reapplication for Tree City USA. The Commission has been a member for 17 years. This Program provides education to improve current urban forestry practices.

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