

**SHADE TREE REGULAR MEETING MINUTES
MAY 8, 2018**

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

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

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 Tuesday, May 8, 2018. A Motion was made by G. Pohorely and seconded by S. McDonald that the minutes be approved for the meeting of April 9, 2018.

Ayes: 3, Nays: 0
Motion Carried

COMMUNICATIONS:

1. Tree City Bulletin #7: How to Save Trees During Construction – This information will be filed for future reference.

OLD BUSINESS:

1. CSIP Grant - G. Pohorely reported that the trees have not been delivered yet. Sunshine will contact him when the trees are available to be planted. Letters will be sent to the selected property owners, to notify them about the new trees.
2. Community Forestry Management Plan - Consulting Arborist, Paul Cowie emailed a checklist for the Commission to discuss in order to prepare the next 5 Year Community Forestry Management Plan. G. Pohorely commented that the Master Plan is outdated and the town needs current maps of the area. S. McDonald agreed and remarked that the Master Plan should ideally be reexamined every 10 years. K. Halpin stated that the Commission’s budget only allows them to do minimum maintenance work through the town. On a positive note, G. Pohorely observed that the DPW has become more involved with tree maintenance than in previous years. They have also participated in Core Training at the New Jersey Shade Tree Federation Conference. K. Halpin commented that the Borough Manager, Matt Hall will assist in creating a Shade Tree Maintenance Request Form for the town’s website.
3. Arbor Day Update - G. Pohorely planned the event that took place on April 23rd at Taylor Street School. Mayor, David Higgins read the Arbor Day Proclamation and “Johnny Appleseed” to the students. The music teacher prepared two songs and a poem for the presentation. G. Pohorely spoke about the history of Arbor Day which led to a brief question and answer period. The White Pine seedlings and planting instructions were distributed to the kindergarten students the following day.

4. Sunshine Tree and Landscape Maintenance Work - The follow locations have been completed and inspected by the Commission.

Tree Removals (stumps remain):

8 Nunn Avenue, 198 Broad Street, 131 Sunrise Terrace & 1 Oakwood Terrace

Prune:

190 Broad St.

NEW BUSINESS:

1. 31 Lambert St - Homeowner reported a declining tree in the right-of-way area. K. Halpin visited the location and spoke with the property owner (Cesar Salcedo). The owner was informed not to trim the tree, since it is in the right-of-way. Mr. Salcedo was informed that the bark tends to split on that particular species. However, it will be placed on the maintenance list for an evaluation. In the meantime, it was recommended that the owner feed the tree. There is no further action at this time.
2. 118 North Prospect St.- Property owner (Angel Rios) reported a declining tree in the right-of-way area. S. McDonald visited the location and commented that the tree appears to be healthy. Since there are branches over the roadway, it will be placed on the maintenance list for trimming and an evaluation.
3. 58 Youmans Avenue - Homeowner had reported fallen branches and requested the Norway Maple to be evaluated. G. Pohorely visited the location and observed a few dead branches. This location will be placed on the maintenance list for some necessary trimming and an evaluation.
4. 135 Broad Street – Homeowner (Lloyd Howell) reported a tree causing some sidewalk and sewer line issues. G. Pohorely visited the location and there were no obvious sidewalk problems. However, there is a walkway to the home that is showing signs of uneven sections. It was determined that the location would be added to the maintenance list for an evaluation.
5. Washington Borough Park – The Recreation Director, Gary Masenior requested a tree be removed by the field house. It is located outside the pool fence and debris from the tree can easily clog the pool pump. It is also close to the splash pad. G. Pohorely suggested that this removal be placed on the next maintenance job. The stump would be removed at a later time to save funds. The Commissioners unanimously agreed to this tree request.
6. Maintenance Quotes – K. Halpin recommended that maintenance quotes be requested for the addresses reviewed at the May meeting. The evaluations can also be attained during this same process. In addition to these locations, K. Halpin suggested elevating Belvidere Avenue, Carlton Avenue and the one-way section of West Stewart Street. The existing maintenance list includes 196 Belvidere Avenue. This location needs to have the branches trimmed that extend towards the front porch. Quote requests will require responses for the June meeting.

ADJOURNMENT:

Hearing no further business before the Commission, it was moved by S. McDonald 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