

**SHADE TREE REGULAR MEETING MINUTES**  
**September 10, 2018**

Meeting Called to Order: 5:30 p.m.

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

**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, September 10, 2018. A Motion was made by S. McDonald and seconded by S. Marr that the minutes be approved for the meeting of June 5, 2018.

Ayes: 3, Nays: 0  
Motion Carried

**COMMUNICATIONS:**

1. Arbor Day Newsletter: July/August 2018 - This information will be filed for future reference.
2. Tree City USA Bulletin #9: How to Write a Municipal Tree Ordinance – This information will be filed for future reference.

**OLD BUSINESS:**

1. CSIP Grant – Since the Shade Tree Commissioner, G. Pohorely did not attend the September meeting, this topic will be discussed in October. K. Halpin noted that a Lilac Tree may be added to the grant’s planting list. There are remaining grant funds to purchase an additional tree. G. Pohorely can confirm this suggestion at next month’s Shade Tree meeting.
2. Community Forestry Management Plan - K. Halpin will extend an invitation to Consulting Arborist, Paul Cowie to attend the October Shade Tree meeting. Mr. Cowie needs to meet with the Commission to discuss further aspects of the Community Forestry Management Plan update.
3. Maintenance List - The Commission reviewed and selected locations for the next maintenance work throughout the Borough. Quotes will be sent to various professional tree services in order to appoint a vendor for the job. This topic will be revisited at the October Shade Tree meeting.
4. Current Maintenance Job – Action Tree Service has not sent an invoice indicating that all maintenance work has been completed. The tree removal at the Borough park and elevations on Belvidere Ave., Carlton Ave. and the 1-way section of West Stewart St.

has been completed. There was some additional pruning at 118 N. Prospect St. and 58 Youmans Ave. that may be still in progress.

5. 44 Lambert St. – Homeowners (Kevin & Michele Altmann) replaced a right-of-way tree with a Japanese Lilac when a walkway was installed next to their driveway. Sunshine Tree & Landscape was hired to add the walkway and also replaced the tree. The inventory list will be updated with this information. The homeowners submitted a written request for this action and was approved by the Shade Tree Commission.
6. 17 Lambert St. – (2) Replacement trees are dying from possible soil contamination. The homeowners contacted the Shade Tree Commission to relay their concern and to resolve this issue. The owners were requested to submit a letter detailing the chemicals that their landscaper used before the original trees died. They were instructed to include any other helpful information. The letter will be reviewed at the October Shade Tree meeting.
7. 36 North Pickel Ave. – The homeowner (Vickie Rhoads) removed (2) trees from the right-of-way area without notification. Ms. Rhoads responded to the Shade Tree letter that this was a violation of Shade Tree Ordinance #76-7. The owner was not aware that they were town trees. The owner intends to replace them and noted some choices that she has considered. Ms. Rhoads also submitted a written request for the list of suitable street trees and approval to replace the trees in the Spring. K. Halpin suggested a Japanese Lilac would be ideal for that property location. The street tree list will be sent to Ms. Rhoads with a recommendation of the Lilac tree.

#### **NEW BUSINESS:**

1. 21 Presidential Dr. - Owner (Joan Mohr) requested tree maintenance due to the mess the London Plane tree creates in her yard. It is also lifting the sidewalk and becoming a hazard. It was recommended to be placed on the maintenance list for evaluation. A letter will be sent to the homeowner.
2. 123 Harding Drive – An attorney for the owners (Mr. & Mrs. Milton Unangst) sent a written request to have a declining tree removed from the property. It is a concern for the residents in the area due to the tree's deteriorating condition. The Commission unanimously agreed to have this removed on the next maintenance job that is scheduled for the Borough. A letter will be sent to the owners.
3. Ridgetop Terrace – A concerned citizen (Ted Bremer) reported overgrown street trees that obstruct the sidewalks. The DPW elevated the trees along Ridgetop Terrace so the sidewalks have sufficient clearance for pedestrians. There is no further action at this time.
4. 102 Lenape Trail - Homeowners (Andrew Ramm & Amanda Goley) requested a tree be evaluated. K. Halpin questioned the right-of-way measurements for the Shabbecong development. The Commission needs to confirm whether the trees that line Lenape Trail and Ramapo Way are the Borough's responsibility. K. Halpin suggested that the maps from the Planning Board should provide the right-of-way areas. This will be reviewed at the October Shade Tree meeting.
5. 12 Hillcrest Ave. – Property Owner (Frances Wadnik) requests that (2) trees be removed from the right-of-way area. G. Pohorely had visited the location in August. One Silver Maple appears to be dying and the other Silver Maple has a number of sizable dead branches. It was recommended that these trees be placed on the next maintenance job as one removal and one trim.

6. A business owner and a concerned citizen requested downtown trees to be trimmed. K. Halpin and DPW Supervisor, Jonathan James arranged a day to trim the trees along the downtown business district. It was suggested that the trees should be trimmed annually at the end of August.
7. The New Jersey Shade Tree Federation Annual Conference – It was not confirmed whether a Shade Tree Commissioner will attend the annual conference. The registration deadline is Oct. 12, 2018. The invitation was extended to DPW Supervisor, Jonathan James.

**ADJOURNMENT:**

Hearing no further business before the Commission, it was moved by S. McDonald and seconded by S. Marr that the meeting be adjourned at 6:30p.m.

Ayes: 3, Nays: 0  
Motion Carried

Respectfully submitted,

Susan Fleming