

**SHADE TREE REGULAR MEETING MINUTES
JANUARY 14, 2019**

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, January 14, 2019. A Motion was made by S. Marr and seconded by G. Pohorely that the minutes be approved for the meeting of December 10, 2018.

Ayes: 3, Nays: 0
Motion Carried

NOMINATIONS AND ELECTIONS:

The following appointments were made for the year 2019:

A Motion was made by Commissioner S. Marr and seconded by G. Pohorely that Kathy Halpin be named Chairperson.

Ayes: 3, Nays: 0
Motion Carried

A Motion was made by Commissioner K. Halpin and seconded by S. Marr that Gary Pohorely be named Secretary.

Ayes: 3, Nays: 0
Motion Carried

THE SLATE OF OFFICERS FOR 2019:

Kathy Halpin, Chairperson
Gary Pohorely, Secretary

2019 SHADE TREE MEETING SCHEDULE:

January 14, 2019
February 11, 2019
March 11, 2019
April 8, 2019
May 13, 2019
June 10, 2019
September 9, 2019
October 15, 2019
November 12, 2019
December 9, 2019

COMMUNICATIONS:

1. Arbor Day Newsletter: January/February 2019 - This will be filed for future reference.
2. Dept. of Transportation – Notification of resurfacing Route 31 Franklin Rd. (CR 634 to Rt 46). There is no action to be taken. This letter will be filed for future reference.

OLD BUSINESS:

1. Tree City Recertification – The Tree City application was submitted 12/28/18. It is pending State Coordinator approval. The confirmation should be available for the March 11th Shade Tree meeting.
2. Community Forestry Management Plan – K. Halpin will apply for the Green Communities Grant to provide funding for the updated CFMP. Consultant, Paul Cowie will be attending the February meeting with the 1st draft of the Plan.
3. CSIP Grant – G. Pohorely will inquire about the grant’s reimbursement check to the Borough. The Commissioners also need to determine the “in kind” hours reported on the grant. The time spent periodically checking the new trees will be included in that category.
4. 2018 Remaining Budget – There were remaining funds left in the 2018 budget, since the existing maintenance quotes exceeded the amount left in the Shade Tree’s line item. The amount was not enough to even cover 1 tree removal. Any priority maintenance that could not be done in 2018 will be scheduled in 2019.
5. Accomplishment Report – K. Halpin will prepare the annual report and submit it before the 2/15/19 deadline.

NEW BUSINESS:

1. 100 Wilson Terrace – Property owner (Mary Ellen Horner) needed to confirm that the trees she wanted to remove were not in the right-of-way. S. Marr visited the location and determined that the trees were on the owner’s property except for one. A letter will be sent to Mrs. Horner stating that she is responsible for removing the trees without any resistance from the town. She can remove the one in the right-of-way at her own

expense, since it is declining. However, she cannot replace the town tree without contacting the Shade Tree Commission.

2. 120 Harding Drive – Property owner (James Conway) requested to have a 2nd tree evaluated on his property. He is concerned about the tree’s condition and may be a potential safety issue. The next time the Commission requests quotes, this location will be added for evaluation by a professional tree service. A letter will be sent to the property owner relaying this decision.

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 7:45 p.m.

Ayes: 3, Nays: 0
Motion Carried

Respectfully submitted,

Susan Fleming