

**SHADE TREE REGULAR MEETING MINUTES
MAY 13, 2019**

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

Members in Attendance: K. Halpin, S. Marr, G. Pohorely, S. McDonald
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, May 13, 2019. A Motion was made by S. Marr and seconded by S. McDonald that amended minutes be approved for the meeting of April 16, 2019.

Ayes: 3, Abstain: 1, Nays: 0,
Motion Carried

COMMUNICATIONS:

1. Arbor Day Newsletter: May/June 2019 - this material will be filed for future reference.

OLD BUSINESS:

1. CSIP Grant – Sunshine Tree & Landscape will provide the 4 additional trees which will match the total listed for the grant. G. Pohorely contacted the State Forester, Brian McDonald regarding the final count of 26 trees. The planting sites will be relayed to Mr. McDonald to complete the final stage for the grant’s report. The Borough will receive the grant funds from the State, after the remaining information is processed.
2. Green Communities Grant - The grant packet was sent to the Borough with the terms of the agreement. Resolution #2019-83 was approved at the May 7th council meeting regarding the terms of the grant agreement between the Borough and the New Jersey DEP. The Commissioners will take inventory of their assigned areas in town and note any potential planting projects for the future. Any time spent on this effort should be recorded as in-kind hours. The Shade Tree was awarded \$3,000.00 with 100% matching in-kind services. S. McDonald suggested planting trees near the entrance of the DPW garage and the sewer plant facility. Long term results would mask the plant from the Washington Garden Apartments.
3. Consultant, Paul Cowie will be contacted to determine when the final draft of the CFMP will be available. The Green Communities Grant will assist with the payment for

Mr. Cowie's invoice for updating the four-year plan. The Commissioners will continue to record any time spent discussing future goals and other material pertaining to the Community Forestry Management Plan.

4. Arbor Day – S. Marr organized the event at Taylor Street Elementary School on April 30th. Mayor Dave Higgins read “Johnny Appleseed” and the Arbor Day Proclamation. Registered Dietitian Nutritionist, Carly Sopko from Shoprite talked to the students about Sustainability in our Community. Ms. Sopko also provided apples for all of the students in attendance. S. Marr spoke about the importance of trees which led to a question and answer period. Each student received a Norway Spruce seedling with planting instructions on behalf of the Shade Tree Commission. The kindergarten students also sang an opening and closing song to highlight the program. S. Marr submitted a picture of the event for the Washington Borough's Facebook page.
5. 131 Sunrise Terrace – Homeowner (Jennie Winkler) requested to have a stump removed. A tree in the right-of-way of her property was taken down in 2018 but the stump was left due to budgetary reasons. The Commission agreed to have this address included on the next maintenance job. No further action is needed at this time.
6. 36 North Pickel Ave. – Homeowner (Vickie Rhoads) hired a tree service to remove (2) trees in the right-of-way without notifying the Shade Tree Commission. Ms. Rhoads was unaware that they were town trees. K. Halpin and S. Marr will contact Ms. Rhoads regarding the penalty for violating the Shade Tree Ordinance. The Commission agreed that there needs to be some repercussion from removing the 2 healthy trees. Fortunately, both trees will be replaced by Sunshine Tree & Landscape through the CSIP Grant. This matter will be updated at the June Shade Tree meeting.
7. 12 Hillcrest Avenue – Homeowner (Frances Wadnik) submitted a written request to have her lawn repaired after a tree was removed in December 2018. The machinery left an indent on the lawn. Mrs. Wadnik was also concerned about the mound of chips left after the stump grinding. Action Tree Service was notified about the request and to fill the indents for the homeowner. Mrs. Wadnik's daughter was informed that the remaining chips from the stump was the homeowner's responsibility. Since the mound had time to settle, anything left can be removed or redistributed as mulch on her property. The Commission will follow up with Action Tree Service to ensure the property was repaired.

NEW BUSINESS:

1. 365 North Prospect St. – Homeowner (Benito Cabrera) requested a tree be removed from the front of their property. Mr. Cabrera is concerned about the fallen branches. The tree is not on the inventory list. However, S. McDonald will measure the right-of-way to confirm whether it is a town tree or the homeowner's responsibility. The homeowner will be notified about the results.
2. 59 E. Stewart St. & 27 Hahn St. – A hazardous tree was reported by a concerned resident. DPW Supervisor, Jonathan James checked the location and sent pictures to the Borough Manager and Shade Tree Commission. It is a large tree with multiple dead limbs and a potential danger to the public and surrounding properties. The DPW is requesting quotes to have the tree removed as early as possible. The removal will not be charged as a Shade Tree Commission expenditure.

3. NJ Woodlands Stewardship Program – S. Marr will be attending the 3 ½ day program at the YMCA Camp near Stokes State Forest in Sussex County. This program is designed to develop a forest stewardship ethic and to learn more about sustainable forest management. The purpose is to share what they learn with others. The registration fee is \$75.00 and the program is scheduled for September 26 through 29, 2019.
4. Green Fest – S. Marr explained about the point system involving specific actions and necessary summaries assigned to members of the Green Team. When the Team completes 150 points, the Borough is certified as a Sustainable Jersey municipality. This creates the eligibility to apply for additional grants. This effort supports the Shade Tree Commission’s goals as well.
5. 11 East Warren St. – Homeowner (Noori Tersigni) requests a tree be trimmed that is leaning on the roof of her adjacent cottage. Mrs. Tersigni stated that the tree is from the Park that is behind her property. K. Halpin checked the location and reported that the tree in question is on her neighbor’s property. The Shade Tree Commission had planted the 2 Pin Oak trees in the Park but they are not extending over Mrs. Tersigni’s roof. The owner will be contacted regarding this outcome.

ADJOURNMENT:

Hearing no further business before the Commission, it was moved by S. Marr and seconded by S. McDonald that the meeting be adjourned at 8:15 p.m.

Ayes: 4, Nays: 0
Motion Carried

Respectfully submitted,

Susan Fleming