

**SHADE TREE REGULAR MEETING MINUTES
JULY 16, 2020**

Meeting Called to Order: 7:00 p.m. via Zoom due to COVID-19

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

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 Thursday, July 16, 2020. A Motion was made by D. Butler and seconded by S. McDonald that the minutes be approved for the meeting dates of June 11, 2020 and July 2, 2020.

Ayes: 4, Nays: 0, Abstain: 1
Motion Carried

COMMUNICATIONS:

OLD BUSINESS:

1. Quotes for Borough Park & 120 Broad St. - A Motion was made by D. Butler and seconded by S. Marr to hire Sunshine Tree & Landscape trim and remove deadwood from the Borough park Maple tree and the Sweetgum tree at 120 Broad St.

Ayes: 5, Nays: 0
Motion Carried

2. Ash Tree Treatment Quotes – K. Halpin spoke with Bartlett Tree Experts and Spanner Tree & Shrub Care to clarify the treatment process. The formal quotes will be submitted prior to the August Shade Tree meeting. The Commission agreed that a preventative treatment would be more cost efficient than removing dead trees. This topic will be discussed at the August meeting.
3. Grand Ave Streetscape Project Update – K. Halpin was unable to contact the Borough Engineer but suggested that Jeff from Sunshine evaluate the new trees on Grand Ave. The Commission has already noted that the trees are planted too deep and some were damaged by the construction equipment. This topic will be discussed again at the August meeting.
4. Downtown Business Tree Maintenance – DPW Supervisor, Jonathan James reported some concerns from the DOT Supervisor, Officer Mark Merrill, and taxpayers regarding the trees along the business district. The DOT has requested trimming the trees that obstruct crosswalk, handicap and speed limit signs. K. Halpin will contact the Borough Manager to have the DPW trim those specific areas. She will also contact officer Merrill

regarding his concern about pedestrian safety. Unfortunately, the trees cannot be trimmed to clear the signage of all the downtown businesses. This issue will be reviewed again at the August meeting.

5. Washington Meadows Tree Evaluation Quotes – A Motion was made by S. McDonald and seconded by S. Marr to hire Sunshine Tree & Landscape to prune and elevate town trees within the Washington Meadows development and remove 1 dead tree at 60 Alvin Sloan Ave.

Ayes: 4, Nays: 0, Abstain: 1
Motion Carried

K. Halpin noted that there was a declining Zelkova tree at 17 Lambert St. This is the same property where 2 replacement trees died. The owners will be notified to remove the tree at their own expense. Also, they will be advised to have the soil tested before any further replacements can be planted. The Shade Tree Commission will also request a copy of the soil test results from the owners.

6. CSIP Inspection - Due to the COVID-19 social distancing restrictions, G. Pohorely submitted pictures and location sites from the tax map for the second inspection of the CSIP Grant trees. The State reviewed this information with approval. G. Pohorely will confirm if this was the final inspection so the Commission can receive the remaining grant funds from the State.
7. 27 Belvidere Avenue – The Commission had withheld funds from their 2019 budget for a Ginkgo tree stump removal at 27 Belvidere Avenue. At the time, the owner (Robert Lawkiel) requested the town to pay for the sidewalk repair after the removal. The owner spoke to the Borough Manager last year and was informed that it was the property owner's responsibility. There has been no response from Mr. Lawkiel for a year. It was decided that K. Halpin will notify Mr. Lawkiel that the stump will be removed when Sunshine Tree & Landscape is available to complete this job from 2019. They will be paid the \$125.00 balance that was originally withheld on Purchase Order #1900751.

NEW BUSINESS:

1. 106 North Prospect St.- K. Halpin noted that a dead tree was located in the right-of-way. A letter will be sent to the owners that their location will be placed on the Shade Tree Commission's maintenance list as a removal.
2. August Meeting Date – Due to a conflict in schedule, the August Shade Tree meeting will be changed to August 13, 2020 at 7:00 p.m. via Zoom.
3. 145 Belvidere Ave. – Property owner (Elaine Chasmar) submitted a Tree Service Request form regarding an Ash tree in the rear of the property. The owner expressed concern that the tree is dying and some dead limbs extend over her neighbor's garage. D. Butler visited the location and noted that the Ash tree is not a town tree. However, D. Butler commented that the owner should get it evaluated, due to the possible damage of the neighbor's property. A letter will be sent to the owner stating that it is their responsibility to maintain this tree.

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 7:40 p.m.

Ayes: 5, Nays: 0
Motion Carried

Respectfully submitted,

Susan Fleming