

**SHADE TREE REGULAR MEETING MINUTES  
JANUARY 14, 2021**

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

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

Washington Borough resident, Jerry Brown also attended

**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, January 14, 2021. A Motion was made by S. Marr and seconded by S. McDonald that the amended minutes be approved for the meeting of December 14, 2020.

Ayes: 4, Nays: 0,  
Motion Carried

**NOMINATIONS AND ELECTIONS:**

The following appointments were made for the year 2021:

A Motion was made by Commissioner S. McDonald and seconded by D. Butler that Kathy Halpin be named Chairperson.

Ayes: 4, Nays: 0  
Motion Carried

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

Ayes: 4, Nays: 0  
Motion Carried

**THE SLATE OF OFFICERS FOR 2021:**

Kathy Halpin, Chairperson  
Gary Pohorely, Secretary

## **2021 SHADE TREE MEETING SCHEDULE:**

January 14, 2021  
February 11, 2021  
March 11, 2021  
April 8, 2021  
May 13, 2021  
June 10, 2021  
July 8, 2021  
August 12, 2021  
September 9, 2021  
October 14, 2021  
November 11, 2021  
December 9, 2021

## **COMMUNICATIONS:**

1. Arbor Day Newsletter: January/February 2021 - This will be filed for future reference.

## **OLD BUSINESS:**

1. Tree City Recertification – The Tree City application was submitted 12/28/20. It is pending State Coordinator approval. The confirmation should be available for the March 11<sup>h</sup> Shade Tree meeting.
2. 2021 Tree Seedling Catalog – S. Marr suggested ordering shrub seedlings this year. The Arbor Day Acknowledgement will not be planned at the elementary school due to COVID-19. S. Marr recommended having a Saturday event outdoors and have the seedlings available to the public. The mayor will be contacted to confirm his availability to read the Arbor Day Proclamation on the designated date. This topic will be discussed further at the February 11<sup>th</sup> meeting.
3. 17 Lambert Street Soil Test Results - J. Brown did not get a response from another contact at Rutgers. However, the pesticides that were used by the landscaper could have left contaminants in the soil for up to 5 years. In the meantime, the owners removed the dead Zelcova and Maple trees that were located in the front right-of-way of this corner property. Further discussion will continue at the next Shade Tree meeting.
4. Expanding Shade Tree Commission Members – K. Halpin commented that the Commission could have up to 7 members. Borough Manager, Matt Hall will be contacted to start the process. The new applicants need to be approved formally through the Borough Council. Prospective member, J. Brown had been participating in the last few Zoom meetings. D. Butler suggested that the additional potential member be invited to attend future Shade Tree meetings. The Commissioners were agreeable to this idea.
5. Tree Diaper Purchase – The remaining 2020 budget was spent on purchasing 80 tree diapers for the downtown business district area. This product is intended to keep the trees naturally watered and healthy with less maintenance. They are expected to be delivered by the beginning of February. The Commission received a discount and free shipping at the time of the order.

6. Grand Avenue Streetscape – The Commission had previously agreed that the trees planted during the streetscape project need to be replaced. Initially, it was determined that some needed to be lifted and replanted. However, this process would most likely cause the trees to prematurely decline. Borough Manager, Matthew Hall recommended providing the Borough Engineer and Council with quotes for the purchase and planting of 9 new trees. Quotes will be requested and this topic will be revisited at the February Shade Tree meeting.

**NEW BUSINESS:**

1. Temporary 2021 Budget – The 2021 maintenance list was reviewed, since the temporary budget is set at \$5,400. Quotes will be requested for tree removals at the following three locations: 118 Wayne Street, 58 Alvin Sloan Avenue and 133 Sunrise Terrace. All submitted quotes will be reviewed at the February Shade Tree meeting.
2. Accomplishment Report – K. Halpin will prepare the annual report and submit it before the 2/15/21 deadline.

**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 7:52 p.m.

Ayes: 4, Nays: 0  
Motion Carried

Respectfully submitted,

Susan Fleming