

**SHADE TREE REGULAR MEETING MINUTES  
JULY 8, 2021**

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

Members in Attendance: K. Halpin, G. Pohorely, D. Butler, S. Marr, J. Brown  
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 Thursday, July 8, 2021. A Motion was made by G. Pohorely and seconded by D. Butler that the minutes be approved for the meeting of May 13, 2021.

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

**COMMUNICATIONS:**

1. Arbor Day: July/August 2021 – This material will be filed for future reference
2. Tree City Bulletin: May/June 2021 Alliance for Community Trees – This material will be filed for future reference.

**OLD BUSINESS:**

1. Action Tree Service – Tree maintenance was completed at the following locations: Removals at 58 Alvin Sloan, 29 Alvin Sloan, 345 Belvidere Ave, 120 Belvidere Ave (WB Emergency Squad Bldg.), and pruning on east side of North Prospect St. Property owner, Anthony Sbriscia at 345 Belvidere Ave. expressed interest in replacing the trees at his own expense. K. Halpin will contact Mr. Sbriscia regarding the specifications.
2. New Shade Tree Commissioner – The Commission was pleased to welcome new member, Jerry Brown. Jerry read and signed the Oath of Allegiance at the Shade Tree meeting. His contribution to the Commission will be greatly appreciated.
3. Tree Diaper Usage – DPW Supervisor, Jonathan James noted that some of the grates around the downtown trees need to be welded. The diapers may not fit in all the grates, since spaces vary. G. Pohorely will contact Jonathan to determine when the grates can be lifted and adjusted to install the diapers.
4. 2121 Stewardship Grant – K. Halpin submitted the grant application. If the Shade Tree Commission has approval, the grant would fund a new street tree inventory list. If the estimated cost is \$20,000.00, the Commission would need to provide \$5,000 of in-kind hours. K. Halpin recommended Bartlett Tree Experts to provide one of the proposals for

the new inventory. This grant would provide the opportunity to replace the outdated list without using the Borough's budget.

5. CSIP Grant – The 2018 State Grant was successfully completed. G. Pohorely was accompanied by State Forester, Michael Martini to do the final inspection of the 26 trees. The remaining 10% (\$1,619.80) of the grant funds was sent to the Borough to close out the payment voucher.
6. CEU's Update – It was suggested that S. McDonald, J. Brown and M. Christie have CORE training this year even though it does not provide CEU's. The required 8 CEU's must be earned annually as a requirement under the NJ Shade Tree and Community Forestry Assistance Act. The annual NJ Shade Tree Federation meeting will be held on Oct 21 & 21 in Cherry Hill. Two Commissioners may attend the sessions to earn the necessary education units.

### **NEW BUSINESS:**

1. 19 Lambert Street – Property owner, Andrew Noreen submitted a Tree Service Request form regarding a declining Ash tree. K. Halpin visited the location and determined that the tree is dying and needs to be removed. It will be placed on the maintenance list. A letter will be sent to the owner.
2. Downtown Signage Obstruction – A citizen received a warning for disregarding a 15-minute parking sign. Apparently, one of the downtown tree branches obstructed the sign. DPW Supervisor, Jonathan James removed the branch when this was reported. All other downtown signs appear to be clearly visible. S. Marr volunteered to check the downtown trees to determine if any further maintenance is required.
3. 118 Wayne Street – Owner (Jeff Gulick) requested a tree in the front of his corner property be removed. The sidewalk is uplifted near the base of the tree. G. Pohorely noted that the tree is healthy. The Commission agreed to review this issue at the August meeting to find an alternate solution to the owner's request.
4. 38 Alvin Sloan Ave.- Property owners (Erik & Amy Wood) replaced a dead tree at their own expense in 2020. The Commission agreed that this was acceptable, since the replacement was planted in a right-of-way location. There is no further action to be taken at this time.
5. Willow St. and Wandling Ave. – A concerned citizen reported overgrowth covering the sidewalk and street signs in this specific area. This issue does not involve the Shade Tree Commission. However, G. Pohorely visited the location and reported the badly maintained site to the Borough Manager, Green Team members and the DPW Supervisor. Jonathan James replied that he and the DPW would assess the area.
6. 14 Lambert St.- Property owner (Michael Fleming) reported fallen branches from an Ash tree in the right-of-way area. S. McDonald visited the location and noted that there were some dead branches that needed to be trimmed. It was recommended that the tree be evaluated by a professional tree service.

7. July 6<sup>th</sup> Storm Damage – 130 West Washington Ave. lost multiple large limbs. This tree will need to be evaluated. A Little Leaf Linden tree was removed at 90 Carlton Ave. due to storm damage. These addresses will ne noted on the maintenance and inventory list respectively.
8. 267 West Warren St.- Resident, Nick Kaufman reported damaged to his car from fallen branches. He requested that the two Maple trees in the right-of-way need to be trimmed. This was reported the same night of the meeting. K. Halpin and S. Marr will visit the location and make their recommendations at the August meeting.

**ADJOURNMENT:**

Hearing no further business before the Commission, it was moved by S. Marr and seconded by D. Butler that the meeting be adjourned at 7:35 p.m.

Ayes: 5, Nays: 0  
Motion Carried

Respectfully submitted,

Susan Fleming