

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

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

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

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 Wednesday, December 8, 2021. A Motion was made by S. McDonald and seconded by G. Pohorely that the minutes be approved for the meeting of November 11, 2021.

Ayes: 5, Nays: 0 Abstain: 1
Motion Carried

COMMUNICATIONS:

1. Arbor Day Newsletter: November/December 2021

OLD BUSINESS:

1. Maintenance Job Quotes – The Commissioners reviewed the proposals for trimming Grand Avenue town trees and elevating a Linden tree at 27 East Church Street. A Motion was made by G. Pohorely and seconded by S. McDonald to accept Action Tree Service’s proposal for just the trimming on Grand Avenue. This is also based on Washington Borough’s CFO, Natasha Turchan to transfer the additional \$25.00 into the remaining Shade Tree Commission’s 2021 budget.

Ayes: 6, Nays: 0
Motion Carried

2. NJUCF Stewardship Grant Update - K. Halpin reviewed the tree inventory requirements for the grant. The grant requires an Urban Forest Structure and Composition Report from the contracted professional. The guidelines that K. Halpin received will be added to the vendor proposal requests. The request letters will be sent out shortly, so the responses can be reviewed at the January 2022 meeting. Any time spent on preparing the letters will be recorded as in-kind hours. This topic will be further discussed at the January Shade Tree meeting.
3. Action Tree Maintenance Job – The maintenance work is completed for the following locations: tree removals at 130 West Washington Avenue, 2 trees at the Borough Park, and trimming at 86 Carlton Avenue and a Zelcova tree behind the Midtown apartments.

4. Remaining 2021 Budget – The last maintenance work for 2021 has been scheduled depending on the necessary \$25.00 transfer of funds. The Shade Tree Commission utilized their annual budget to get the maximum tree maintenance work completed on their list. Any additional requests will be added to the 2022 maintenance list.
5. Replacement Trees at PNC Bank – Sunshine Tree & Landscape replaced the 2 dead trees in front of the PNC Bank. They also secured the trees to the grate to avoid any bending. K. Halpin suggested the DPW could add fluorescent tape on the rope to prevent any pedestrians from tripping.
6. Sidewalk Issues- K. Halpin suggested that alternative approaches to resolve unlevel sidewalks should be addressed at future Shade Tree meetings. The Commission brought up possible Cooperative Purchasing Agents. This concept would be intended to provide a reasonable price for homeowners to replace a sidewalk section without damaging town trees. M. Christie commented that he will contact a concrete contractor for other helpful information. This topic will be revisited at a future Shade Tree meeting.

NEW BUSINESS:

1. Bartlett Tree Experts – Borer treatment for the Green and White Ash trees was done in 2020. Bartlett Tree Experts sent out a reminder for 2022. The treatment to suppress the emerald ash borer is recommended every 2 years. K. Halpin stated that a letter should be sent to Bartlett that the Commission agreed to repeat their service if they could honor the same price per inch of DBH. Bartlett had agreed to that request after their 2020 treatments. A letter will be sent to Bartlett noting that the Commission will schedule the treatment after the Borough's temporary budget is available.
2. Tree City Recertification – S. Marr will complete the annual application by the February 15, 2022 deadline.
3. 2021 Accomplishment Report- K. Halpin will complete the report online by the February 15, 2022 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 8:00 p.m.

Ayes: 6, Nays: 0
Motion Carried

Respectfully submitted,

Susan Fleming