

SHADE TREE REGULAR MEETING MINUTES
March 14, 2011

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

Members in Attendance: L. Starita, K. Halpin, L. Ferguson
Absent: P. Huizenga

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, March 14, 2011. A Motion was made by K. Halpin and seconded by L. Ferguson that the minutes be approved for the meeting of February 14, 2011.

Ayes: 3, Nays: 0

COMMUNICATIONS:

2011 New Jersey Shade Tree Federation membership cards were disbursed to all the Commissioners for the current year.

OLD BUSINESS:

1. Business Stimulus Fund Grant- The last stage of the BSF Grant was completed and mailed to Joseph Bennett, State Grants Administrator. This correspondence included the Expenditure and Vendor Job Creations Reports and a brief summary of the Washington Borough Park Maintenance Project.
2. CORE Training- The Commission requires a municipal employee to be CORE trained to satisfy one of the four requirements in seeking Approved Status under the NJ Shade Tree and Community Forestry Assistance Act. The training informs participants about the legal aspects of maintaining trees. It is also designed to train individuals to recognize hazardous tree situations. The course will be offered at the New Jersey Shade Tree Federation Annual Conference in October. The Shade Tree Commission suggested the Borough Code Enforcement Officer as a good candidate for this training.

NEW BUSINESS:

1. Methodist Church – A dead tree was reported on the North Jackson side of the church's parking lot. K. Halpin determined that the declining tree was in the r.o.w. area. It was suggested that this location be added to the list that Nelson Tree Service is checking for JCP&L. A letter will be sent to the Methodist Church to give them the option of taking the tree down at their own expense, providing that they use a

- professional tree service. The other alternative would be to wait for the tree to be removed by Nelson Tree Service or a vendor that the Shade Tree Commission selects from quotes. This process will delay the removal since it also relies on the approved budget for the Commission.
2. 118 Wayne Street – Homeowner (Jeffrey Gulick) reported a declining Norway Maple on the corner of Wayne and West Warren Street. K. Halpin suggested that the tree be evaluated by Nelson Tree Service. A letter will go out to the homeowners to notify them that the tree will be checked by a professional service and added to the 2011 tree removal/trim list, depending on the results of the assessment.
 3. 76 Flower Avenue- Homeowner (Kathleen McKernan) reported a dead tree located between 76 and 78 Flower Avenue. K. Halpin visited the location and confirmed that the tree is hazardous and should be removed. It was suggested that this location be added to the list that Nelson Tree Service is checking for JCP&L. A letter will be sent to the homeowners notifying them that the Norway Maple will be on the 2011 removal list.
 4. West Washington Avenue – A traffic accident on February 27th damaged a young tree located in the center of the business district (in front of the Warren County Pharmacy). The Shade Tree Commission has acquired responsibility for maintaining the downtown trees. The Borough Manager suggested that the Commission obtain a quote for the purchase and replacement of the damaged tree and submit it to the driver that caused the accident. A request will be sent to JML Landscaping in Neshanic Station. This service was a reliable and cost efficient vendor for the Shade Tree Commission’s Cool Cities Grant in 2006.
 5. Arbor Day – A Proclamation will be obtained from the Borough Clerk to set the date of this year’s event commemorating Arbor Day. K. Halpin will contact P.Huizenga to determine the specific activity. The details will be discussed at the April 11th Meeting.
 6. Budget Workshop - L. Starita and K. Halpin attended the budget workshop with the Mayor and Council on March 10th. The Commission stated that the \$7,000 from the 2009 BSF Grant enabled the Commission to trim 17 trees and remove 1 hazardous tree at the Borough Park. The Commission would ideally like to secure a substantial grant that promotes general maintenance. One of the goals of the Shade Tree Commission is be more proactive than reactive in tree conservation. The Commission also needs an annual budget of \$2 per capita to remain a member of Tree City USA.

ADJOURNMENT:

Hearing no further business before the Commission, it was moved by L. Starita and seconded by L. Ferguson that the meeting be adjourned at 7:45 p.m.

Ayes: 3, Nays: 0
Motion Carried

Respectfully submitted,
Susan Fleming