

**SHADE TREE REGULAR MEETING MINUTES**  
**May 10, 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, May 9, 2011. A Motion was made by K. Halpin and seconded by L. Ferguson that the minutes be approved for the meeting of April 11, 2011.

Ayes: 3, Nays: 0

**COMMUNICATIONS:**

A letter from Taylor Street School Principal, Jacqueline Nassry was sent to the Shade Tree Commission. Ms. Nassry expressed her appreciation to the Mayor and Kathy Halpin for their time and efforts at the school's Arbor Day celebration.

**OLD BUSINESS:**

1. West Washington Avenue- A traffic accident on February 27<sup>th</sup> had damaged a tree in the downtown business district. The driver that caused the accident did not respond to the Borough Manager's letter requesting a monetary reimbursement for damaging town property. Consequently, the driver's insurance company was notified and a written request including the tree replacement quote was sent to 21<sup>st</sup> Century Insurance. A representative responded within a few days and stated that the Claim will be addressed.
2. Arbor Day- A Proclamation was read by Mayor Scott McDonald and K. Halpin represented the Shade Tree Commission for the April 29<sup>th</sup> ceremony at Taylor Street School. The Kindergarten classes were enthusiastic while K. Halpin read a poem and lead the students in a discussion about the importance of trees. The children were provided with bags donated by the Warren County Shade Tree Commission which included a 2011 Farmer's Fair booklet, ruler, leaf cookie cutter, and M&M dispensers. The Washington Borough Shade Tree Commission provided White Pine seedlings and planting instructions for each kindergarten student. Pictures were taken during the program and will be sent to the Warren Reporter for publication within the month of May. A thank you note was addressed to Milly Rice from the Warren County Shade Tree Commission for her generous donations.

3. Covanta Tree Donations- L. Starita contacted Covanta's Environmental Department and is waiting for a response about possible tree donations.
4. 30 West Stewart Street- Property owner (John Maquire) requests that his r.o.w. Norway Maple be removed due to the declining condition. K. Halpin contacted local tree expert, Jeremy Summitt to evaluate the Maple. The property owner will be notified after the results are brought to the Commission's attention.

### **NEW BUSINESS:**

1. 139-141 Broad Street- The property owner (Ann Marie Kaspereen) has a Norway Maple in the r.o.w. with limbs extending through overhead wires. The owners feel that the tree is declining. K. Halpin suggested that Nelson Tree Service be contacted to trim the branches that extend through the overhead wires while they are still working in the Borough. An email was sent to Charles Kitts, General Foreman for Nelson Tree Service to evaluate the site and add this location to the maintenance list.
2. Maintenance of the Cool Cites Community Grant trees- The Shade Tree Commission is responsible for maintaining the (56) trees planted from the Cool Cities Community Grant in 2007-2008. At the time of the planting, homeowners were given door hangers with general care instructions for young trees. K. Halpin suggested that the DPW spread the mulch around the trees this Spring with the chippings that Nelson Tree Service provided and remove the stakes.
3. 122 Sunrise Terrace- Property owner (Jennifer Sofield) had a Maple tree in the r.o.w. area that died. The owners would like to replace it at their own expense if the Commission was not planting replacement trees this year. K. Halpin suggested that a letter should be sent to Ms. Sofield with a list of acceptable Street trees to select for the r.o.w. area. Planting instructions were also recommended to ensure the health of a new tree.
4. 76 Flower Avenue- Commissioner, K. Halpin noted that a Norway Maple in the r.o.w. area was removed by Beaver Tree Service. The homeowners (James & Kathleen McKernan) had reported the tree to be in decline at the March 14<sup>th</sup> 2011 Shade Tree Commission meeting. Consequently, the tree was added to the removal list for 2011 and a letter was sent to the owners stating that fact. It was suggested that a follow-up letter be sent to Mr. & Mrs. McKernan regarding the violation of Ordinance #83-2. A property owner cannot remove/replace a tree in the r.o.w. area without permission from the Shade Tree Commission.

### **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 7:35 p.m.

Ayes: 3, Nays: 0  
Motion Carried

Respectfully submitted,  
Susan Fleming