

SHADE TREE REGULAR MEETING MINUTES
February 12, 2018

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

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

Absent:

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, February 12, 2018. A Motion was made by G. Pohorely and seconded by S. McDonald that the minutes be approved for the meeting of January 8, 2018.

Ayes: 3, Abstain: 1
Motion Carried

COMMUNICATIONS:

1. Arbor Day January/February 2018 Newsletter – This will be filed for future reference.

OLD BUSINESS:

1. CSIP Grant – Grant Administrator, Patricia Shapella approved the Shade Tree Commission’s request for an extension of the Work Period to August 4, 2020. G. Pohorely will contact Sunshine Tree & Landscape to order the trees on the list. He will also find out when Sunshine can begin planting. K. Halpin noted that Sunshine should not substitute tree species without checking with Gary Pohorely. Specific trees were planned for suitable locations in the Grant’s outline.
2. Action Tree Service – All tree maintenance was completed from Action Tree Service. However, a young sapling at 52 West Warren St. was snapped off during the removal of a Maple tree at that location. Action Tree Service was notified of the unfortunate accident and agreed to replace the tree in the Spring. The property owner (Jennifer Orlofski) was informed about the issue being resolved. This topic will be revisited after the sapling is replaced.
3. 2017 Accomplishment Report – K. Halpin completed the annual report and it was submitted by the February 15th deadline. However, the State Forester requested the report to be sent electronically. The online Accomplishment Report contains additional questions that are required by the New Jersey Forest Service. K. Halpin finalized the updated report and it was sent in the preferred electronic format on March 2, 2018.
4. Tree City USA Renewal – Washington Borough’s Shade Tree reapplication for Tree City USA was approved at the New Jersey level. It moves onto the Arbor Day Foundation for

their approval. These applications are typically reviewed in mid-February. The Commission should be informed of Tree City USA status by the March meeting.

5. Borough Park – G. Pohorely noted that (3) dead trees between the pavilion and Route 31 need to be removed at the Borough Park. These should be added to the maintenance list for the next scheduled job.

NEW BUSINESS:

1. Washington Meadows Development – There have been requests for maintenance of right-of-way trees throughout the Alvin Sloan and Lambert Street development. K. Halpin noted that the Commission attempts to be proactive in their tree maintenance work but the limited budget tends to be spent on hazardous trees and reactive to areas throughout the town. This area will be added to the maintenance list for future review.
2. 1 Oakwood Terrace – Homeowners (Joseph & Ann Armellino) requested a tree removal due to roots growing into the sewer line. S. Marr stated that the homeowners' basement had been flooded on more than one occasion due to the damaged sewer line. A letter will be sent to the homeowners stating that their address will be added to the maintenance list.
3. Arbor Day Celebration – G. Pohorely will coordinate the annual Arbor Day event at Memorial School this April. S. Marr suggested that Gary contact the school and the mayor in order to arrange a date that fits both their schedules. The tree seedlings will be ordered for the kindergarten students. The update on this topic will be discussed at the March meeting.
4. 39 West Stewart St. – The DPW reported a hazardous tree that needed immediate attention. A letter was sent to the homeowners (Steven & Andrea Kirchuk) to notify them regarding the tree removal. Sunshine Tree & Landscape was hired to do the job and paid through the DPW's budget. The removal will be noted on the Shade Tree Commission's inventory list for future reference.
5. Community Forestry Management Plan – K. Halpin will contact Paul Cowie to determine when he can begin updating the CFMP. There is a grant for this specific purpose but is not available yet. The Commission was very pleased with the last 4 year Plan that Paul Cowie & Associates updated for them. The proposal for the 2019-2023 management period is \$4,100.00. This will be further discussed at the March meeting.

ADJOURNMENT:

Hearing no further business before the Commission, it was moved by S. McDonald and seconded by G. Pohorely that the meeting be adjourned at 8:00 p.m.

Ayes: 4, Nays: 0
Motion Carried

Respectfully submitted,

Susan Fleming