

**MINUTES OF THE  
CRANBURY TOWNSHIP  
SHADE TREE COMMISSION  
CRANBURY, NEW JERSEY**

**TIME AND PLACE OF MEETING**

A meeting of the Cranbury Township Shade Tree Commission was held in Town Hall on November 10, 2009, beginning at 3:30 p.m.

**CALL TO ORDER**

With a quorum present, Christine Quinn, Chairwoman of the Cranbury Township Shade Tree Commission, called the meeting to order and acted as the Chairwoman thereof, and Kristen H. Hamilton acted as Recording Secretary of the meeting.

**STATEMENT OF ADEQUATE NOTICE**

Pursuant to the Sunshine Law, adequate notice in accordance with the Open Public Meetings Act (N.J.S.A. 10:4-6) was provided on December 1, 2008, of this meeting's date, time and place; the agenda was mailed to the news media, posted on the Township bulletin board, mailed to those requesting personal notice, and filed with the Municipal Clerk.

**MEMBERS IN ATTENDANCE**

Christine Quinn, Kathleen Kincade, Norma Swale and Kathy Easton.

**MINUTES**

The minutes of the September 14, 2009, meeting were reviewed and approved on a motion by Kathleen Kincade; seconded by Kathy Easton. All in favor.

**OLD BUSINESS**

Revision/Update of Chapter 150-56E – Shade Trees – The Commission reviewed the list of recommended trees, which was prepared by Christine Quinn. Kathy Easton has reviewed the list of Ornamental Trees contained in the Ordinance and feels they should all stay on the list. She will designate approximately ten (10) more species that should be added and forward them to the Secretary to add to the list of recommended trees. Once the list is finalized, it will be sent to the Township Committee with a recommendation that the Ordinance be revised. The Secretary will draft a memorandum to the Township Committee and forward to the Commission for review before the next meeting. The memo should note that some of the trees currently included in the Ordinance are invasive, prone to disease and Bacterial Leaf Scorch. The memo should also list the resources used in preparing the list, i.e. “Trees for New Jersey Streets, Fifth Revision 2007”, “Manual of Woody Landscape Plants” by Michael A. Dirr and various course materials received from Rutgers University.

Community Forestry Plan – The Commission reviewed the timeline of the requirements contained in the Community Forestry Plan.

**NEW BUSINESS**

November 13, 2009, On-Site Planting Site Analysis and Species Selection Training – All members of the Shade Tree Commission will attend the training to be conducted by Pam

Zipse of Paul Cowie & Associates. Jerry Thorne and Shawn O'Rourke of the Department of Public Works and Dietrich Wahlers, a member of the Environmental Commission and Planning Board, will also be attending. The Shade Tree Commission will provide lunch.

2010 Meeting Dates – The Commission set the following meeting dates for 2010, with the meetings beginning at 4:30 p.m.:

February 4, 2010  
April 1, 2010  
June 3, 2010  
September 9, 2010  
November 4, 2010

Tree City USA Recertification – The Secretary will submit the application prior to December 31, 2008.

New Jersey Community Stewardship Incentive Program Grant – The grant application is due on December 1, 2009. Since the Township is eligible to receive 9,800 trees from the New Jersey Turnpike widening project, it is suggested that the application request funds to remove dead, diseased or hazardous trees within the Township, which areas can be replanted with trees received from the Turnpike. The Secretary will contact the Community Forestry Program for guidance in completing the application.

## **DISCUSSION**

In the September 14, 2009, Minutes, it was stated that Kathy Easton would attend the Friday session of the New Jersey Shade Tree Federation Meeting. Prior to the Federation Meeting, Ms. Easton realized that she had a conflict and was unable to attend.

## **ADJOURNEMENT OF MEETING**

There being no further business, motion duly made by Christine Quinn, seconded by Norma Swale, and carried, the meeting was thereupon adjourned.

## **CERTIFICATE OF SECRETARY**

I, Kristen H. Hamilton, the undersigned do hereby certify;

That I was duly appointed secretary of the Cranbury Township Shade Tree Commission and that the foregoing minutes of the Shade Tree Commission, held on November 10, 2009, consisting of 2 pages, constitutes a true and correct copy of the minutes of the said meeting.

IN WITNESS WHEREOF, I have hereunto subscribed my name of said Shade Tree Commission this 4<sup>th</sup> day of February, 2010.

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Kristen H. Hamilton