

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

**TIME AND PLACE OF MEETING**

The rescheduled meeting of the Cranbury Township Shade Tree Commission was held in Town Hall on February 26, 2008, beginning at 7:30 pm.

**CALL TO ORDER**

With a quorum present and with no Chairperson, Secretary, Kristen H. Hamilton called the meeting to order and performed 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 January 7, 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, Ann Solomon and Mona Bhatia.

**NON-MEMBERS IN ATTENDANCE**

Jerry Thorne, Public Works Superintendent.

**REORGANIZATION**

A Motion was made by Kathleen Kincade; seconded by Mona Bhatia; to nominate Christine Quinn as Chairperson of the Shade Tree Commission. All in favor.

**MINUTES**

Since only one member from the November 27, 2007, meeting was present to review the November 27, 2007, Minutes, the review and approval was deferred until the next meeting.

**OLD BUSINESS**

Update on Shade Tree Liability Insurance – Christine Quinn provided the new members with the background of the insurance issue surrounding the Shade Tree Commission.

As a follow up to the Commission's concern, on December 6, 2007, the Secretary sent an email to Christine Smeltzer, Township Administrator, questioning the Commission's immunity from liability. The Secretary was advised that all Township volunteers are covered under the Municipal Joint Insurance Fund and so advised the Commission by letter dated December 18, 2007.

Update on Community Forestry Plan – A person has been hired to update the plan.

Revision/Update of Chapter 15-56E – Shade Trees – The Commission will research the list of shade trees and report back at the next meeting.

## **NEW BUSINESS**

Arbor Day – April 25, 2008 – Jerry Thorne, Public Works Superintendent, was present to discuss the particulars of the Arbor Day celebration. Specifically, the event is held every year, alternating Cranbury School and one of Cranbury's parks as the location. This year's celebration will be held at Cranbury School. The school will pick the location of the planting of a tree and the Shade Tree Commission will choose the type of tree to be planted.

The second graders at Cranbury School have always participated in the event and will do so again this year.

A person of honor has always been selected. Audrey Smith, recently retired kindergarten teacher at Cranbury School, was suggested as the honoree. Carol Malouf, recently retired School Administrator/Superintendent, was also suggested.

Tube-seedlings through the New Jersey Forestry Service have been ordered. The seedlings are given to the students and attendees at the event.

Jerry will speak with the school to get the location of the planting. Once known, the secretary will advise the members of the Commission so they may visit the site and decide upon the type of tree to be planted.

## **DISCUSSION**

Information was received regarding two trees in the Township that need to be addressed.

One tree is a tall pine tree located at the Elms on Maplewood Avenue., which has approximately 30' of the top half without needles. The Commission opined that the tree probably needs to come down. Since the tree is on private property, the Commission will need to find out if it can send a letter to the property owner requesting that the tree be removed.

The other tree in question is on North Main Street in front of Cranbury Pizza. Apparently a 2' high retaining wall has been built around the tree and the soil encompasses the tree above the normal root level. Jerry advised that he will look at the tree and, if necessary, a letter should be sent advising of the concern.

Christine Quinn also noted that two trees on Old Cranbury Road are diseased and need to come down. Also, the oak tree along Cranbury Brook needs to be trimmed as it is shading the weeping cherry trees.

Jerry questioned who is responsible for trees located on County roads – the Township or the County? The Secretary will inquire.

The Secretary provided a list of New Jersey Community Forestry Programs that are available for Continuing Education Credits. She will try to get more information regarding the classes, i.e. location.

Christine Quinn opined that she would like to see a community compost. The members supported same. Christine advised that she could probably find someone that could run a workshop to educate the public on the importance of composting.

## **ADJOURNEMENT OF MEETING**

There being no further business, motion duly made by Chris Quinn, seconded by Ann Solomon, 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 February 26, 2008, consisting of 3 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 8<sup>th</sup> day of April, 2008.

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Kristen H. Hamilton