

**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 March 11, 2009, beginning at 10:00 a.m.

CALL TO ORDER

With a quorum present, the 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 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 and Norma Swale.

REORGANIZATION

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

MINUTES

The minutes of the December 3, 2008, meeting were reviewed and approved on a motion by Norma Swale; seconded by Christine Quinn. All in favor.

OLD BUSINESS

Revision/Update of Chapter 15-56E – Shade Trees – Christine Quinn received a list from the Shade Tree Federation of trees recommended for this area. She is in the process of reviewing the list and deciding which trees should be included in the revision of the Township Code.

Community Forestry Plan – The Secretary provided a copy of the timeline of the requirements contained in the Community Forestry Plan. The Commission reviewed the requirements to familiarize themselves with same.

The Tree Planting Door Hanger, which is required to be developed under the Plan, will have a picture of the tree with specifications on one side and information on how to care for the tree on the other side.

Tree Inventory – The grant application filed with the Community Stewardship Incentive Program for a tree inventory was denied. A score of 19 was required and Cranbury received an 18.75. An application will be filed again next year.

NEW BUSINESS

Arbor Day – April 24, 2009 – Christine Quinn advised that she met with the Park Planning Commission to discuss the placement of the Arbor Day tree and extend an invitation to the ceremony. It was decided that a tree would be planted in Village Park along the edge of Brainerd Lake. The first choice will be an alder tree (*Alnus incana*) with the second choice being a river birch. Christine Quinn will provide the Department of Public Works with information on the requested tree. The second grade classes at Cranbury School will participate in the ceremony. The Secretary will contact the Cranbury Press to prepare an article and send a photographer. Norma Swale, as a member of both the Shade Tree Commission and Park Planning Commission, will coordinate the placement of the tree.

DISCUSSION

It was noted that a tree on the corner of Cranbury Neck Road and South Main Street is posing a danger and needs to come down. Norma Swale volunteered to speak with the owner of the property before any additional action is taken.

The Secretary will ascertain a list of 2009 classes available through the Shade Tree Federation and/or the New Jersey Community Forestry Program.

The Secretary will forward the information on how to plant a tree, which was put in the Township newsletter, to the Cranbury Press for publication. This would meet one of the Press Release objectives outlined in the Community Forestry Plan.

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 March 11, 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 9th day of June, 2009.

Kristen H. Hamilton