

**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 September 14, 2009, beginning at 4:30 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 June 9, 2009, meeting were reviewed and approved on a motion by Christine Quinn; seconded by Kathleen Kincade. All in favor.

OLD BUSINESS

Revision/Update of Chapter 150-56E – Shade Trees – Christine Quinn has researched and prepared a list of desirable trees to be planted in areas greater than 4' wide. The height and spread of the trees should be included. It was noted that some of the trees on the list prepared by Christine Quinn are not shade trees for the right-of-way as outlined in the Ordinance and a new paragraph (5) "Plantings in Large Open Areas" should be added under Section D "Recommended Plantings". The Secretary will compile a complete list for review at the next meeting. Once that list is finalized, it will be sent to the Township Committee with a recommendation that the Ordinance be revised.

Christine Quinn noted that the resources used in preparing the list are "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

New Jersey Shade Tree Federation Meeting – Christine Quinn, Kathleen Kincade and

Norma Swale cannot attend due to prior commitments. Kathy Easton indicated that she would be able to attend Friday's session to obtain CEUs. The Secretary will forward the registration information to Kathy Easton.

DISCUSSION

It was brought to the Commission's attention that Paul Cowie and Associates offers classes to obtain CEUs. The Secretary will call for more information.

The Commission suggested changing future meeting times to 4:30 p.m. rather than 7:30 p.m. Since there is only one more meeting scheduled for 2009, this will be addressed when scheduling 2010 meeting dates/times.

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 September 14, 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 10th day of November, 2009.

Kristen H. Hamilton