

CRANBURY TOWNSHIP SHADE TREE COMMISSION

MINUTES

September 8, 2022

The regular meeting of the Shade Tree Commission of the Township of Cranbury was held on September 8, 2022 at 10:00 a.m. by remote access videoconferencing in response to COVID-19 and the updated Open Public Meeting Act guidelines.

CALL TO ORDER

With a quorum present, Ms. Kathy Easton, Chair, called the meeting to order at 10:00 a.m., and acted as the Recording Secretary.

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 5, 2022, of this meeting's date, time and place, and the agenda was communicated to the news media, posted on the Township bulletin board, mailed to those requesting personal notice, and filed with the Municipal Clerk.

Ms. Easton read into record the following statement:

Cranbury Township Statement on Public Comment during Remote Meeting

The public may electronically submit questions or comments to igolisano@cranbury-nj.com or in written letter form via mail to Cranbury Township Town Hall no later than 3:00 p.m. the day before the scheduled Committee Meeting. Name, address and phone or email must be included. Timely submitted questions or public comment shall be read aloud and addressed during the public meeting. Duplicate written comments may be summarized and noted for the record in a consistent manner.

To eliminate background noise so that all meeting participants may hear, please mute your microphone and remain in listening mode only. The Board Secretary will place all remote attendees on this platform on mute as well and will manage the order of the remote participant's comments. During public comment period(s), the Board Secretary will make an announcement that any remote participant seeking to comment must signify their intent by using the "raise hand" feature on Zoom. The Board Secretary will then unmute each participant individually when it is their designated time to speak. If you do not have a question or comment, please keep your microphone muted. Please unmute yourself only at the direction of the Board Secretary. All remote users must state their name and address at the beginning of his/her public comment. Each speaker will have three (3) minutes to comment.

Should a member of the public using the Zoom platform become disruptive, that individual will be kept on mute and receive a warning that continued disruption may result in their being

prevented from speaking or removed from the meeting entirely. If time permits, the disruptive individual shall be allowed to speak after all other members of the public have been given the opportunity to speak. The Commission will facilitate a dialogue with all commenters to the extent permitted by Zoom technology

MEMBERS IN ATTENDANCE

Kathy Easton, Jessica Irons, Jackie Johnson, and Lee Nissen were present. Bonnie Larson was excused.

NONMEMBERS IN ATTENDANCE

Ms. Eman El-Badawi, Township Liaison (joined at 10:56 a.m.)

MINUTES

The Minutes of the June 2, 2022 meeting were reviewed. On a motion by Ms. Johnson and seconded by Ms. Easton, with all members present agreeing, the Minutes of the June 2, 2022 meeting were approved.

OLD BUSINESS

Community Forestry Management Plan (CFMP)

Volunteer Work Hours – For the June 2nd to September 8th time period, STC members reported the following volunteer hours (including 1.5 hours for today’s meeting): Ms. Easton – 33.5 hours; Ms. Johnson – 10.5; Ms. Larson – 0 hours; Ms. Nissen – 1.5 hours; and Ms. Irons – 19.5 hours.

Status of “Do Not Plant” and Recommended Tree Exhibit Lists

Ms. Johnson and Ms. Easton will continue to work on the updated lists and anticipate completion by the Commissioner’s November meeting.

Spotted Lanternfly Management in Village Park

Ms. Easton reported that Shade Tree will continue their focus on removing the Tree of Heaven within Village Park. Shade Tree will not provide funding towards targeting the specific insect at this time.

Cranbury 325th Anniversary – Fall Walk Event

Ms. Easton and Ms. Irons will host a fall walking event in Heritage Park with a focus on identifying trees. The Walk is scheduled for Saturday, September 17th (rain date of September 18th) at 9:00 a.m.

Tree Inventory

Ms. Irons and Ms. Johnson are developing a sample request for bids to forward to potential vendors for the Township Tree Inventory project. They anticipate completing the sample for review at the November meeting. They discussed gathering proposals for the tree inventory and presenting the costs to Township Committee.

Heritage Tree Ordinance

Ms. Easton will request to meet with the Township Planner, through Township Administrator’s approval, to finalize the ordinance with Ms. Irons.

NEW BUSINESS

Cranbury Day

Cranbury Day will be held on Saturday, September 10th. Ms. Nissen confirmed she will bring the Commission's informational posters which have been previously utilized.

Salem Oak Status/Authenticity Sign

Ms. Easton and Ms. Nissen plan to safely winterize the tree. Ms. Easton confirmed receipt of the Certificate of Authenticity.

Review of Landscape Plans

Ms. Easton reported the Shade Tree Commission is responsible for reviewing applicant's landscape plans and submitting comments to the Planning Board. Shade Tree can agree to the plans as submitted or reject plans that include trees on the "Do Not Plant" list. Shade Tree can only comment on species and size of trees to be planted and cannot comment on the removal of any existing trees.

Tree Planting

Ms. Easton reported two memorial trees were planted. Due to the draught, they will not plant any additional trees for 2022. She additionally reported that Parks Commission has requested planting shrubs in both Heritage Park and Millstone Park.

Tree Maintenance

Ms. Easton will follow up with Public Works concerning pruning the young trees on Main Street. Ms. El-Badawi inquired about an evergreen tree in Heritage Park the Parks Commission wanted Ms. Easton to consult on. Ms. Easton advised Ms. El-Badawi that the tree will remain in Heritage Park and is not a hazard. Ms. Easton reported on trees that were removed from the Pin Oaks trail due to safety concerns. Ms. Johnson reported on her concern for the newly planted trees due to the drought. She requested for DPW or Parks Commission to continue to water the new trees diligently.

Tree Inquiries

Ms. Easton had seven tree inquires regarding dead/dying trees along North Main Street, South Main Street, South River Road, Silvers Lane, Hagerty Lane and Park Place East. Ms. Easton reported several residents contacted her regarding tree location safety. Ms. Easton advised the residents that they are to address tree health and safety issues on their own property with an ISA Certified Arborist.

Member Reports

Ms. El-Badawi inquired about trees located on Main Street and asked how residents can fix their damaged sidewalks. Ms. Easton advised that future planting projects will include a root barrier to prevent this reoccurrence. She encouraged Ms. El-Badawi to have residents contact the Shade Tree Commission directly so that they can inspect the tree.

Summary of "To Do" Action Items

Ms. Easton
Volunteer at Cranbury Day
Heritage Park Tree Walk
Exhibit Lists and "Do Not Plant" List
Tree Inventory Bids

Summary of "To Do" Action Items (cont'd)

- Heritage Tree Ordinance
- Ms. Irons
 - Heritage Park Tree Walk
 - Tree inventory Bids
 - Heritage Tree Ordinance
- Ms. Nissen
 - Volunteer at Cranbury Day
 - Produce "Do Not Plant" Visual Aids
- Ms. Johnson
 - Exhibit Lists and "Do Not Plant" List
 - Tree Inventory Bids

MISCELLENIOUS

Ms. Johnson requested for all future meetings to have the following meeting's date within the Agenda and Minutes. All members present were in agreement to this request. The next Shade Tree Committee meeting will be held in person on Thursday, November 3rd, 2022 at 10:00 a.m. at the Meeting Room in Town Hall, 23A North Main Street, Cranbury, NJ 08512.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT OF MEETING

There being no further business, motion duly made by Ms. Easton, seconded by Ms. Johnson and unanimously carried, the meeting was thereupon adjourned at 11:22 a.m.

CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify that I am the duly appointed Recording Secretary of the Township of Cranbury Shade Tree Commission, and that this document, consisting of four (4) pages, constitutes a true and correct copy of the minutes of the monthly meeting held on September 8, 2022.

Scout Beyer
Scout Beyer
Board Secretary