

CRANBURY TOWNSHIP SHADE TREE COMMISSION

SPECIAL MEETING MINUTES

October 1, 2020

A special meeting of the Shade Tree Commission of the Township of Cranbury was held on October 1, 2020 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 Jean Golisano 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 16, 2019 of this meeting's date, time and place, and 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. Notification of remote access meetings going forward until further notice was posted on the Township website on April 24, 2020, and sent to the Trenton Times, Homes News and Cranbury Press on May 1, 2020

MEMBERS IN ATTENDANCE

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

NONMEMBERS IN ATTENDANCE

None

OLD BUSINESS

Community Forestry Management Plan (CFMP) - Members reviewed the CFMP and set timelines to accomplish items for year-end and 2021. Members decided a special meeting would be held in 2021 to discuss the Heritage Tree Ordinance. Members also agreed a hazardous tree survey should be conducted in May 2021. For Community Education, Ms. Easton stated she will research the most recent information on the Spotted Lanternfly to have posted on the Township website. For Arbor Day, Ms. Easton stated activities will depend on COVID restrictions. Concerning the request for a memorial tree, Ms. Easton stated that will be addressed in the spring and will be discussed at the April meeting.

Ms. Easton stated Shade Tree is ahead of schedule concerning the "Do Not Plant List." Members discussed the tree inventory and agreed the inventory report would be less voluminous, including only Main Street (north to south), Scott Avenue, Park Place East and West, Westminster Place, Bunker Hill and Silvers Lane.

Shade Tree Banner – The new banner was received and Ms. Golisano displayed it for all to see.

Grant Writing – Ms. Lori Thompson, new Township employee reporting to Public Works and secretary to the Historic Preservation Commission, was introduced to the Shade Tree members. Ms. Thompson has extensive experience writing grants and will offer grant writing assistance to Shade Tree when needed.

NEW BUSINESS

Budget – Members discussed Shade Tree's 2021 budget. A preliminary budget was drafted and will be submitted after it is finalized at the November meeting. Members agreed more tree pruning and hazardous tree management next year would require some additional funds.

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 carried, the meeting was thereupon adjourned at 11:32 a.m.

CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify that I am the duly appointed Secretary of the Cranbury Township Shade Tree Commission, and that this document, consisting of two (2) pages, constitutes a true and correct copy of the minutes of the monthly meeting held on October 1, 2020.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 10th day of November, 2020.

Jean Golisano
Board Secretary