

**MINUTES OF THE
CRANBURY TOWNSHIP
SHADE TREE COMMISSION
February 7, 2019**

TIME AND PLACE OF MEETING

A meeting of the Cranbury Township Shade Tree Commission was held in Town Hall, 23A North Main Street, Cranbury, on February 7, 2019, at 10:00 a.m.

CALL TO ORDER

With a quorum present, Kathy Easton called the meeting to order at 10:02 a.m., and Jean Golisano acted as the 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 20, 2018, 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.

MEMBERS IN ATTENDANCE

Kathy Easton, Bonnie Larson and Lee Nissen were present. Jackie Johnson was excused, and Norma Swale was absent.

REORGANIZATION

Ms. Larson made a motion, seconded by Ms. Nissen, to nominate Ms. Easton as Chair of the Shade Tree Commission. On a voice vote of all members present, the members voted 3 ayes, 0 nays and 0 abstentions. Motion carried.

MINUTES

The Minutes of the January 10, 2019 meeting were approved on a motion by Ms. Easton; seconded by Ms. Larson. On a voice vote of all members present, the members voted 3 ayes, 0 nays and 0 abstentions. Motion carried.

The Minutes of the January 24, 2019 meeting were approved on a motion by Ms. Easton; seconded by Ms. Nissen. On a voice vote of all members present, the members voted 2 ayes, 0 nays and 1 abstention. Motion carried.

OLD BUSINESS

Community Forestry Management Plan (CFMP)

Volunteer Work Hours – For the January 10, 2019 to February 7, 2019 time period, STC members reported the following volunteer hours: Ms. Easton -19.5 volunteer hours; Ms. Johnson – 7.5 hours; Ms. Larson – 4.5 hours and Ms. Nissen – 4.5 hours.

Coordination with Parks and DPW

Ms. Easton stated Shade Tree will continue to partner with the Parks Commission and the DPW. She reported she spoke at the Budget Meeting that it would be helpful to have a DPW employee trained on tree management and pruning. Ms. Easton reported she will attend the February 13th Parks Meeting.

NEW BUSINESS

Community Stewardship Incentive Program (CSIP) – There was discussion about applying for Stewardship Incentives. Ms. Larson stated Cranbury is too small and the grants are 50/50, which would be too much money for the Township to provide. Ms. Easton stated she will look to see if information is posted that may be applicable to Cranbury.

Tree inquiries – Ms. Easton reported no tree inquiries were received.

Do Not Plant List/Exhibit List Review

Ms. Easton reviewed a list of trees researched by Ms. Johnson. Additional research and discussion will continue.

Ms. Nissen recommended possible additions to the Tree List, i.e. the Mountain Ash (*Sorbus Gibbsii*) and the American Mountain Ash (*Sorbus Americana*). Both trees have beautiful red berries and do not seem to be plagued by pests.

Annual Accomplishment Report

Ms. Easton stated she and Ms. Golisano will prepare the report for submission by the February 15th deadline.

Tree List for Four Seasons

Ms. Johnson conducted some research on nurseries that may have a variety of trees to purchase. Ms. Easton stated she and Ms. Johnson will work next week on preparing an RFQ for distribution to multiple providers for trees for Four Seasons for spring planting.

Update on Budget Meeting

Ms. Easton reported the Township Committee approved Shade Tree's budget request for \$20,000 for tree planting and \$12,000 for tree pruning. She stated the Committee is aware that Shade Tree's focus will be tree pruning and maintenance in Heritage Park.

Beautification Trees

Ms. Easton reported she obtained a quote for root barriers for the Downtown Beautification trees on Main Street, as requested by Denise Marabello, Township Administrator. The Township received a complaint that some of the roots of those trees were causing the sidewalk bricks to heave. Ms. Nissen counted the number of trees, and Ms. Easton reported Growing Concern quoted \$300/tree if at least eight trees are done. The Township Committee approved the root barriers; however, Ms. Marabello stated the funds would not be available until June.

Ms. Easton reported that Shade Tree has been given direction by the Township Committee and Township Administrator that all future tree plantings in lawn strips must be installed with root barriers.

Vegetation Management Response Act - There was discussion regarding the Vegetation Management Response Act (S2505/A2558), which Ms. Easton reported did not go to vote in the Senate. Ms. Easton thanked the members and also acknowledged the Township Committee for their support in writing to the Township's legislators to oppose the Vegetation Act.

Arbor Day Tree - The members discussed the type of tree to be planted and planting location for Arbor Day tree. The members agreed to look at the suggested site. Ms. Easton stated she will speak with Mr. Jerry Thorne, Public Works Manager, and will also ask the Parks Commission if they have any suggestions for planting sites.

Training and Continuing Education – Discussion was held concerning conducting an in-house training session on advanced tree pruning for Shade Tree and Public Works employees. Ms. Easton reported she and Ms. Johnson each received one CE hour for the webinar on preparing the AAR. Ms. Easton reported she will receive two CE hours for attending the Invasive Strike Team Conference in March.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT OF MEETING

There being no further business, motion duly made by Ms. Larson, seconded by Ms. Nissen, and carried, the meeting was thereupon adjourned at 11:30 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 three (3) pages, constitutes a true and correct copy of the minutes of the monthly meeting held on February 7, 2019.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 5th day of April, 2019.

Jean Golisano
Jean Golisano
Board Secretary