

**MINUTES OF THE  
CRANBURY TOWNSHIP  
SHADE TREE COMMISSION  
November 8, 2018**

**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 November 8, 2018, at 10:00 a.m.

**CALL TO ORDER**

With a quorum present, Kathy Easton, Chair of the Shade Tree Commission (STC), called the meeting to order at 10:04 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 4, 2017, 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. Notice of the time change was mailed to the news media, posted on the Township bulletin board, mailed to those requesting personal notice and filed with the Municipal Clerk on October 3, 2018.

**MEMBERS IN ATTENDANCE**

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

Dr. John Battles, Ms. Kathy Lehr and Ms. Monica Smith, Four Seasons residents, were present.

**MINUTES**

The Minutes of the September 6, 2018 meeting were approved on a motion by Ms. Larson; seconded by Ms. Easton. On a voice vote of all members present, the members voted 4 ayes, 0 nays and 0 abstentions. Motion carried.

**OLD BUSINESS**

Community Forestry Management Plan (CFMP)

Volunteer Work Hours – For the September 6th to November 8th time period, STC members reported the following volunteer hours: Ms. Easton - 28 volunteer hours; Ms. Johnson - 29.5 hours (including 6.5 CEUs); Ms. Larson - 11 hours (including 5 CEUs) and Ms. Nissen - 1 hour.

2019 Goals – Ms. Easton discussed with the members the 2019 goals of the CFMP, including creating a “Do Not Plant” List, updating the Exhibit List of Species, and holding on-going training sessions. Ms. Easton reported for public education awareness, Shade Tree participated in Cranbury Day and Arbor Day. Ms. Easton will give her annual report to the Township Committee on November 26<sup>th</sup>.

Green Communities Grant – Ms. Easton reported the \$3,000 reimbursement for work performed under the Community Forestry Program – Green Communities Grant has been received from the New Jersey Forest Service.

Coordination with Parks and Department of Public Works – After the September meeting, Ms. Easton and Ms. Johnson did a survey of the trees in Heritage Park. They reported there were trees that

needed pruning and some need to be taken down. STC will continue to work with the Shade Tree liaison, Public Works and the Parks Commission to address the maintenance and safety of the trees.

Tree Planting Plan – Ms. Easton reported 18 trees were planted on Hagerty Lane and eight were planted on Main Street. She stated the landscaper had to be called back to address some issues. Ms. Easton reported there has been a lot of rain since the trees were planted, and should there be a dry spell, a request will be made to DPW to water the trees. She stated it takes two years for trees to become established.

Ms. Kathy Lehr, Four Seasons resident, stated Hagerty Lane looked barren before and now looks great with the new trees. There was additional discussion about the guide wires being too tight on the new trees and that adjustments may have to be made.

Community Education– Members discussed ideas for community education. It was suggested that training on the proper pruning of trees would be very helpful.

Young Tree Survey – Main Street - Ms. Nissen provided some details. Overall, the trees look well.

## **NEW BUSINESS**

Tree inquiries – Ms. Easton reported a lost tree at 63 South Main Street that the resident would like replaced. Ms. Easton stated the tree is not on the empty hole survey at this time. Two trees at 102 North Main Street must be taken down and the residents would like to work with Shade Tree to select appropriate species for the site.

Kevin Kestner, Landscape Architect for the Township's Engineering firm, Van Cleef, reported a warehouse planted and lost many Douglas Firs and would like to replace them with Norway Spruce or Serbian Spruce, both of which are a sturdier species.

Ms. Easton reported the quarantine on the removal of ash trees has been lifted because the disease is now so prevalent. Another invasive insect recently detected locally is the spotted lantern fly. For additional information for residents, Ms. Easton will provide State links to be posted on the Township website.

Do Not Plant List/Exhibit List Review – Ms. Easton requested the members review Shade Tree's Recommended Tree List. The current list has species that are susceptible to Bacterial Leaf Scorch (BLS) and members agreed those trees should be removed from the list.

Proposed 2019 Meeting Dates – The members reviewed the proposed 2019 meeting dates. Ms. Johnson suggested an additional meeting on January 10<sup>th</sup> be added. On a motion by Ms. Easton, seconded by Ms. Johnson, and agreed to by all members in attendance, the 2019 proposed meeting date schedule, with the addition of a January 10<sup>th</sup> meeting was approved.

October Shade Tree Conference – Ms. Johnson and Ms. Larson attended the Conference on October 18<sup>th</sup> and received five CEUs. Both members provided highlights of the Conference.

2019 Budget – The members discussed the 2019 budget. Ms. Easton stated there was funding left in the education account this year because Shade Tree did not hold in-house training; however, members would like the education budget increased to \$1,000 to be able to offer training to DPW and the public on proper pruning. Ms. Easton stated trees have been planted this past year, and suggested using next year's budget to care for and maintain the trees already planted before planting more. She stated

DPW is not equipped to do some of the tree trimming, and it is important to get hazardous limbs down. The members agreed to request \$12,000 for tree pruning and maintenance.

2019 Tree City Recertification and Annual Accomplishment Report – Ms. Easton will prepare a bulleted report for the November 26<sup>th</sup> Township Committee Meeting. Ms. Larson stated she will also attend the meeting.

Tree List for Four Seasons – Dr. John Battles reported the first round of trees to replace the ash trees have been planted. He reported 18 trees were planted to replace the 29 that had been removed. Dr. Battles confirmed there are 40 additional places that need trees. Dr. Battles displayed a map of Four Seasons and discussed with Shade Tree members locations needing Township trees, as well as locations where Four Seasons will plant trees and shrubs. Ms. Lehr and Dr. Battles stated they will try to schedule a meeting with the Shade Tree liaison, Mr. Michael Ferrante, and will attend the November 26<sup>th</sup> Township Committee Meeting to request additional trees for Four Seasons. Ms. Easton stated she would to be included in the meeting with Mr. Ferrante. Ms. Johnson and Ms. Easton will survey Four Seasons to determine the locations for new trees. The Board estimated the cost of 40 new trees would be approximately \$20,000. Dr. Battles stated Four Seasons would like all the trees; however, he does not want to jeopardize Shade Tree's care of other trees in the Township. The Board agreed to request the additional funding in the budget for replacement trees in Four Seasons. Ms. Easton made a motion, seconded by Ms. Johnson, to submit the Shade Tree budget in the amount of \$33,100. All members present agreed and the motion carried.

**PUBLIC COMMENT-** Dr. Battles and Ms. Lehr thanked the STC members for their assistance at Four Seasons.

#### **ADJOURNMENT OF MEETING**

There being no further business, motion duly made by Ms. Easton, seconded by Ms. Larson, and carried, the meeting was thereupon adjourned at 12:04 p.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 November 8, 2018.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 22nd day of January, 2019.

Jean Golisano  
Jean Golisano  
Board Secretary