

# **CRANBURY TOWNSHIP SHADE TREE COMMISSION**

## **MINUTES**

**February 4, 2021**

The regular meeting of the Shade Tree Commission of the Township of Cranbury was held on February 4, 2021 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 January 8, 2021 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.

### **MEMBERS IN ATTENDANCE**

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

### **NONMEMBERS IN ATTENDANCE**

Dr. Barbara Rogers, Township Committee Liaison

### **MINUTES**

The Minutes of the November 10, 2020 meeting were approved on a motion by Ms. Johnson, and seconded by Ms. Larson. On a voice vote, with all members present agreeing, with the exception of Ms. Larson who abstained, the November 10th Minutes were approved.

### **OLD BUSINESS**

#### Community Forestry Management Plan (CFMP)

Volunteer Work Hours – For the September 9th to November 10<sup>th</sup> time period, STC members reported the following volunteer hours (including 1.5 hours for today's meeting): Ms. Easton – 24.5 (2 CEU's for NJFA Winter Tree ID); Ms. Johnson – 9 (2 CEUs); and Ms. Larson – 9 (2 CEU's); Ms. Nissen – 1.5; Ms. Irons – 7 volunteer hours.

#### Community Education Program

Ms. Easton stated the education program is still temporarily on hold due to COVID-19 and social distancing restrictions.

#### "No Plant" and Exhibit Lists Status

Ms. Easton requested members review the lists and bring any changes/corrections to the February meeting. She and Ms. Johnson will also work together via Zoom to check the lists for accuracy and to update information.

#### Website Page Review

Ms. Irons reviewed the website, and Ms. Easton will review for discussion at the April meeting. Information should also be posted that residents may consult Cranbury Shade Tree Commission for guidance on the planting of trees and tree maintenance. Ms. Golisano will edit the list of documents posted.

### **NEW BUSINESS**

#### Annual Meeting Report to Township Committee

Ms. Easton stated she presented Shade Tree's Annual Report to the Township Committee at their November 23<sup>rd</sup> meeting.

#### Budget

Ms. Easton reported that at the Budget Meeting in January, the Township Committee approved a budget for the delineation of the rights-of-way. The Township Engineer manages the rights-of-way, and was given the approval by the Township Administrator to include the delineation in this year's budget. This will greatly assist Shade Tree in identifying trees for the tree inventory. Ms. Easton stated a separate meeting will be necessary to work on the list of streets to be inventoried once the ROW status is available. Dr. Barbara Rogers, Township liaison, reported the TC endorsed Shade Tree's budget; however, the budget needs to be adopted before the funds are accessible.

#### Tree Inventory

Ms. Johnson shared Four Seasons' Tree Inventory created by a Sav-A-Tree arborist. The interactive map can display each tree in Four Seasons and its corresponding information, including species, condition and approximate age. The arborist provided an Excel spreadsheet of tree information, including mixed species planting. Shade Tree members are eager to start a tree inventory for the trees on Main Street and some cross streets. Trees in the parks will not be included in the inventory. Once the right-of-way information is available, requests for quotes can be sent out to contractors for the tree inventory.

There is \$5,000 appropriated in the budget for the tree inventory, and Ms. Easton stated there is grant information available on line to apply for a matching grant. Ms. Irons shared the Community Forestry Management Plan will be rehailed from 12 modules down to three. She stated the NJUCF is working with a few municipalities to see how the new plan will work. Funding may be available to help municipalities adapt to the new plan and training. NJUCF will be putting out new guidelines and grant opportunities. Ms. Nissen offered to research grants on the NJUCF page.

Ms. Easton requested if members see any hazardous trees in the parks to send an e-mail to her and Jerry Thorne so the issue can be addressed.

#### Tree City Report and Annual Accomplishment Report

Ms. Easton reported the Tree City Report was submitted and acknowledged as received this week. The Annual Accomplishment Report will be sent out next week. Items to note include Shade Tree members accumulated 243 volunteer hours and earned 28 CEU's. Accomplishments include 83 trees pruned, 35 trees removed and seven trees planted. Ms. Easton stated next year the trees

on the Liedtke Drive connection near Barn Park, as well as the trees in Barn Park will be worked on. Dr. Rogers suggested Shade Tree notify the Cranbury Historical and Preservation Society that tree maintenance will be performed in Barn Park.

#### Arbor Day

Members discussed Arbor Day. Ms. Easton asked members to consider locations to plant the Arbor Day tree and stated she will look for locations in Village Park. Members agreed a tree could not be planted at this time near the new Library as it will be a construction site, and a large tree there would interfere with the vista. Members agreed no additional trees should be planted at the school, and there is no room at Memorial Park. Since Arbor Day is April 30<sup>th</sup>, there will be time to decide the location at the April meeting. Once the rights-of-way are mapped out, there will be more definite locations available for planting.

Ms. Golisano will order 50 seedlings for the second graders. Members discussed possible Arbor Day activities for the children since there will not be an actual in-person celebration. Dr. Rogers suggested a map of the locations of past Arbor Day trees, and members discussed tree education. Ms. Johnson offered to work on an activity.

#### Tree Maintenance

Ms. Larson reported the two stumps remain from the large trees removed on Main Street near Heritage Park. She will send an e-mail to Public Works to inquire about the stump removal.

#### Main Street Planting

Ms. Easton reported six trees were planted at four addresses on Main Street.

#### Memorial Tree

Ms. Easton met with a Parks member to discuss the location to plant the memorial tree. She stated there is a large area to the right and back of the historic 1700s house in Millstone Park which would nicely accommodate the American Beech. The tree will not be planted until the spring. The sweet gum tree will be removed since it is not the correct species. the locust trees have been pruned up, and the red maples near the foundation were removed.

#### Spotted Lanternfly

Ms. Irons located updated spotted lanternfly information to be posted on the main page and Shade Tree page of the Township website. Members agreed Shade Tree should alert residents to the damage caused by the spotted lanternfly and e-mail blasts will be sent out. Dr. Rogers suggested also posting information in a future edition of the Four Seasons Chronicle.

#### Tree Pruning in Village and Millstone Parks

Ms. Easton reported the tree pruning and maintenance work has been satisfactorily completed in the parks.

#### Heritage Tree Ordinance

Ms. Irons will continue to work on the Heritage Tree Ordinance.

#### Miscellaneous

Dr. Rogers reported the Board of Health will be partnering with the Recreation Department to provide virtual Zoom presentations for the Mayors' Wellness Campaign. The Municipal Alliance, Environmental Commission will also participate along with businesses in the Township. Dr. Rogers inquired if Shade Tree would be willing to do a presentation or virtual walk. Ms. Easton stated she

will be happy to do a presentation on the benefit of trees for health, and show samples of local trees. The presentation could count towards Shade Tree's community education.

Ms. Irons reminded members that all of the sessions of the Shade Tree Conference are on line for members to access.

#### Summary of "To Do" Action Items

1. Ms. Nissen
  - a. research grants on the NJUCF website.
2. Ms. Johnson
  - a. Arbor Day Activity.
  - b. Research Tree inventory options and get estimates.
3. Ms. Irons
  - a. Research Tree inventory options and get estimates.
  - b. Obtain current information on Spotted Lanternfly for website.
  - c. Continue to work on Heritage Tree Ordinance.
4. Ms. Larson
  - a. E-mail Mr. Thorne about tree stumps on South Main Street
5. Ms. Easton
  - a. Obtain current information on Spotted Lanternfly for website.
  - b. Memorial tree request.

Ms. Easton requested Ms. Golisano send the action items to the members

#### **PUBLIC COMMENT**

There was no public comment.

#### **ADJOURNMENT OF MEETING**

There being no further business, motion duly made by Ms. Johnson, seconded by Ms. Nissen and carried, the meeting was thereupon adjourned at 11:34 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 four (4) pages, constitutes a true and correct copy of the minutes of the monthly meeting held on February 4, 2021.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 1st day of April, 2021.

Jean Golisano  
Board Secretary