

**MINUTES OF THE
CRANBURY TOWNSHIP
SHADE TREE COMMISSION
April 13, 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 April 13, 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 10:00 a.m. and Debra Rubin 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.

MEMBERS IN ATTENDANCE

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

Also, Christine Quinn, former Shade Tree Commission Chairperson and Kathy Lehr, Four Seasons resident, were present.

MINUTES

The Minutes of the February 1, 2018 meeting were approved on a motion by Kathy Easton; seconded by Jackie Johnson. On a voice vote of all members present, the members voted 4 ayes, 0 nays and 1 abstention (Larson). Motion carried.

The Minutes of the March 1, 2018 meeting were approved on a motion by Lee Nissen; seconded by Bonnie Larson. On a voice vote of all members present, the motion passed unanimously.

OLD BUSINESS

Community Forestry Management Plan (CFMP)

Volunteer Work Hours – Ms. Easton worked 26.5 hours; Mrs. Swale worked 2.5 hours; Mrs. Nissen worked 1.5 hours, Mrs. Larson worked 1.5 hours and Ms. Johnson worked 5 hours.

Final CFMP version has been submitted to the State for approval.

Annual Accomplishment Report – Approved for 2017.

Tree City Application – Ms. Easton advised that the application was approved and that Cranbury Township was celebrating its 30th year as a Tree City, and had received an invitation to attend an Arbor Day celebration in Riverton, another “30th year” town.

Tree Planting Plan – The members will use the Main Street Empty Hole Survey to determine possible locations for new trees; Four Season's Hagerty Lane plantings were discussed as well as recommended street tree species which resulted in a list to use in requests for price quotes; three will be requested as required. Ms. Easton and Ms. Johnson to follow-up.

Coordination with Parks and Department of Public Works – Dave Cook is no longer a member of the Township Committee and therefore no longer the liaison. Ms. Easton spoke with Parks member, Adam Knierim, regarding the selection of a species of one new tree in Heritage Park. They will coordinate on selection of tree species to plant, near Stockton Rd. cul-de-sac. STC will lead effort with Parks to be alert for hazardous trees. Ms. Easton to follow up.

NEW BUSINESS

Tree inquiries – Ms. Easton discussed clearing of trees on Brickyard Road. She provided the zoning officer with before and after photos of the affected area. The zoning officer will visit site.

Spring Newsletter – Ms. Easton to submit information on proper tree planting. She will also attempt to prepare an article featuring the trees on Main Street by the submission deadline.

Arbor Day – Arbor Day is being held on April 27th at 2:00 p.m. The location for the ceremony is at Village Park. Ms. Easton asked to be contacted when the tubelings are delivered to Town Hall. She will lead ceremony.

Do Not Plant List – Table to June meeting.

Legal Liability – ROW Trees – Ms. Easton to follow up with Denise Marabello regarding the legality of Shade Tree Commission and a formal interpretation of responsibilities by counsel.

PUBLIC COMMENT- Kathy Lehr thanked the members for their service to the community and their assistance at Four Seasons.

ADJOURNMENT OF MEETING

There being no further business, motion duly made by Kathy Easton, seconded by Lee Nissen, and carried, the meeting was thereupon adjourned at 11:40 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 April 13, 2018.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 7th day of June, 2018.

Debra Rubin, Secretary