

# Township of Franklin, Somerset County, N.J. - Shade Tree Commission

## Meeting Minutes February 25, 2016

### Call to Order

#### 1. Roll Call:

- Present: Carl Hauck, Robert Hudak, Sara Malone, Carol Parker, Arnold Schmidt, Christopher Williams
- Excused Absent: Jason Harkins

Quorum was present. Meeting called to order at 7:02 pm

2. Secretary's Report: Secretary was absent, no minutes were available for approval
3. Treasurer's Report: Current Shade Tree Fund Balance = \$136,198.25.
4. First Opening of Meeting to Public: No public present

### Old Business

1. Shade Tree Commission (STC) Open Position: Still have two open alternate positions. B. Hudak will send invite to people who purchased trees to solicit nomination. He will also contact Joyce Miller to put notice in newsletter. C. Parker and C. Williams discussed contacting the Christmas tree businesses in the Township.
2. CFMP - Hazard Tree Identification Project: S. Malone has been in contact with ForesTree Consultants and they are preparing a proposal based on the information collected at the last meeting and the street shape files secured from Mark Healey.
3. CFMP – Community Stewardship Incentive Program (CSIP) Grant Application: The grant cycle has opened again and S. Malone is working with Mark Healey to complete the application by the April 12 due date. The Commission's proposal will be for funding of the Hazardous Tree Assessment that will include an inventory of ash trees in township ROWs.
4. CEU and Annual Report: S. Malone filed year-end report and is working with new personnel at state to confirm correct filing and ensure eligibility for CSIP grant.
5. Green Team and i-Tree Canopy: S. Malone led the Commission through the tree canopy research and analysis to assist the Commission in adopting a township-wide tree canopy goal. S. Malone will document effort for Green Team and provide draft to STC in late March or April.

**Action Item:** S. Malone motioned the STC adopt a township-wide tree canopy goal of 42%. C. Parker 2<sup>nd</sup>. Passed unanimously.

6. Jeff Baumley Service Recognition: A. Schmidt will work with Township to secure proclamation of Township Recognition. C. Williams offered to prepare a plaque for it.
7. Proposed Tree Planting

- a. Franklin Township High School: C. Williams will investigate further action.
- b. Samson G. Smith School: A. Schmidt indicated no further action – remove from list.
- c. Hamilton Street Redevelopment: S. Malone will be working with Vince Dominach – no report at this meeting.
- d. PSE&G Scenic Byway & Causeway Revegetation: Byway Commission would like assistance from STC in developing planting plan. C. Williams will contact Barbara ten Broeke to determine next steps.
- e. Middlebush Park: C. Hauck presented Phase I planting plan and requested approval of tree order and associated equipment purchases. Commission discussed changes to tree order. Commission will assist in determining tree placement prior to planting by DPW.

**Action Item:** S. Malone motioned the Commission approve the revised purchase order for trees and related equipment as presented by C. Hauck. C. Williams 2<sup>nd</sup>. Unanimous approval.

#### 8. Tree Planting and Maintenance Updates

- a. JFK Blvd. Tree Replacement Program: C. Hauck requested revision to tree order by J. Baumley. Trees will be ball & burlap rather than bare root.

**Action Item:** A. Schmidt motioned the Commission approve the revised tree order for JFK Blvd tree planting. C. Williams 2<sup>nd</sup>. Unanimous approval.

- b. Memorial Forest: No update this month. C. Williams will report on status in March.
- c. Hazard Trees: Discussion about process to resolve concerns. Commission should notify Township BOH and they will pursue. C. Hauck will provide S. Malone with appropriate contact.
  - i. Dead Oaks near Stage House Tavern on Amwell Rd.: No update this month.
  - ii. Veterinary Hospital, 4222 Route 27: No update this month.

- 9. Annual Tree Sale 2016: B. Hudak reported that approximately 50% of trees have been sold. He will send out offer to those people who have already purchased maximum number of trees that more are available. He will also place “last chance/while supplies last” notice in next newsletter.

- 10. Emerald Ash Borer (EAB): J. Harkins was not present to provide update on placement of notice on website.

#### **New Business**

- 1. Second Opening of Meeting to Public: No public present.

No New Business

#### **Dendrology**

No Dendrology

**Adjourn:**

No further business. Meeting adjourned at 9:00 p.m.

**Action Item:** C. Parker motioned to adjourn, C. Williams 2<sup>nd</sup>. Passed unanimously.

Respectfully Submitted,

Sara Malone, Chair

DRAFT