

Bound Brook Shade Tree Commission Meeting
Thursday, February 18, 2016
Minutes

Present: Xue Due, Nancy Campbell, Nancy Lepionka, Marsha Longshore, Mary Patten, Peter Lazzaro
Minutes - Approved as corrected.

Chair's Report:

- Emailed Doreen Todaro and submitted form for use of old recreation center at Codrington Park for Arbor Day event on April 30, 2016, 11am-1 pm. Doreen okayed via email. Mary received official confirmation; emailed County Agriculture Agent, Nick Polanin at Rutgers Cooperative Extension regarding request for speaker on pruning. He has not yet responded.
- Sent in application for 100 trees from NJ Tree Recovery Campaign to be distributed to residents at Arbor Day Event. Mayor signed application. Tree seedlings will come in bundles of 5. STC must pick them up at the Soil Conservation Office at 308 Milltown Road in the morning of April 29. (908 526 2701). Nancy Campbell volunteered to pick up the seedlings.
- Mary reviewed open inspection requests for 2012, 2013 and 2014 and did visual inspection to see if completed. Most were requests for tree removal and Mary determined trees were removed. Some stumps still remain. Mary distributed lists of remaining requests by their areas to commissioners for follow up. Commissioners will re-inspect and open new request forms if needed.
- CSIP grant announced February 12, 2016. Applications due April 12, 2016. See minutes on discussion below.
- Grant writer – On Feb 10, Mary met with grant writer hired by Borough Council and told him of TD Green Streets grants, which require participation by other volunteer organizations, and New Jersey Community Forestry CSIP grant; he suggested we also look into grants from Wells Fargo; Mary will send him our 2013 CSIP grant application, which was not awarded a grant, for comments.
- Letter sent to Board of Education about planting trees in the right of way near the Community School because of Planning Board exemption.
- Mary wrote and submitted article to be run in Bound Brook Chronicle on Winter King Hawthorne.
- Mary reported only one street is being repaired this year so BB will not get as many trees as in the past from road jobs. Peter Lazzaro said that Van Keuren would also be repaired because of damage to Fire trucks when they leave the fire house.

Inspection Requests

2016 requests: 2 requests; 0 completed; 0 no action; 2 not inspected; 0 duplicates;
0 at DPW.

2015 requests: 138 requests; 68 completed; 15 no action; 10 not
inspected; 17 duplicates; 28 at DPW

2014 requests: 168 requests; 121 completed; 18 no action; 0 not inspected;

25 duplicates; 4 at DPW

2013 requests: 154 requests; 97 completed, 16 no action required, 0 not inspected, 32 duplicates, 9 at DPW.

2012 Inspection Requests: 177 requests; 132 completed, 12 no action required, 1 not inspected, 28 duplicates, 4 at DPW

Old Business: - Tree Inventory - no action
 - Space Shuttle tree - no action
 - Arbor Day – Event on April 30, 11-1 at old field house in Codrington Park to include the following:

- Distribution of tree seedlings from NJ Tree Recovery Campaign
 - Mayor's Proclamation
 - Tree planting and demonstration.
 - Will purchase larger tree to plant instead of seedling.
 - Tree planting site must be approved by Recreation Commissioner.
 - Speaker on Pruning - (Mary will follow up with Ag. Agent)
 - Announcement inviting residents to submit photos of their planted seedlings by April 17, 2017 for poster display next Arbor Day Residents can be in the photos if they wish.
- STC needs to publicize in Bound Brook Chronicle, through schools and other publicity outlets. Nancy L will check with schools to determine how they publicize events to parents.

New Business:

'not inspected' inspection requests

At DPW status in each area 2012 - 2014

CSIP

'Not inspected' inspection requests - Mary distributed inspection requests for 2015 and 2016 that had not yet been inspected.

At DPW status in each area 2012 - 2014 Mary distributed lists of requests by areas to commissioners for follow up. Commissioners will re-inspect and write up new forms including the original date if needed.

- **CSIP:** New Request for Proposal announced on Feb 12. Grant request must be for something that will help applicants reach a goal in their tree management plan. Mary did high level overview for commission:

Categories of grants are:

- Resiliency planting - 3 grants \$5- 10K each
- Hazard Mitigation - 7 grants up to \$25K each
- Reforestation and tree planting and maintenance 21 grants up to \$30K each ; 3 grants up to \$150K each and 3 grants up to \$300K each

Requirement: Tree planting and maintenance most likely category for BBSTC grant application
 Only 7 % of funds can be used for supervision. (Outside supervision required) 50 to 100 trees,

2 to 2 ½ inch caliper, bagged and burlapped trees. Survivorship threshold of trees planted through grant -- 100 percent in 2 years.

Mary going to check with CSIP to find out how much the borough has to advance before reimbursement if Bound Brook is awarded the grant. She and Nancy L will work on draft of proposal. Marsha and Nancy C will edit.

- **Community School** (on E. Second between Mountain and John) The Planning Board granted the Board of Education an exemption in purchasing the old St. Josephs school on the condition that they agree to follow recommendations regarding trees from the Shade Tree Commission. Letter sent to request removal of asphalt from the planting strip on East Second Street and the planting of 4 trees on East Second and one on John Street.
- **PSE&G** The mayor has requested Mary attend a meeting with him and PSE&G on March 2 to discuss their desire to remove some trees.

Adjournment: 7:45 pm.