

Bound Brook Shade Tree Commission Meeting
Thursday, January 19, 2017
Minutes

Present: Nancy Campbell, Xue Du, Nancy Lepionka, Marsha Longshore, Mary Patten

Diana Manahan, new council member and liaison to Shade Tree Commission

Minutes: December minutes accepted with corrections. Minutes for last quarter 2016 to be submitted to Ruth Ann Seyfert for posting to the borough website

Chair's Report:

- Community Forestry status - Xue's CEUs added – Borough total for year is 20. State report due Feb 15, 2017. Mary, Xue and Marsha earned 3 credits each for attending the PSE&G Right Tree Right Place seminar, Nancy Campbell earned 1 credit at a related seminar and Vince Orifino earned 10 hours at the Shade Tree Federation Conference, thus satisfying the 20 credit hour requirement for the year.
- Need to start working on next management plan due Jan 1, 2018
- Annual reports started; state, and Tree City due Feb 15, 2017. Cover page submitted to mayor for signature.
- 641 Hanken Rd owner John Miller at December 27, 2016 council meeting requesting tree removal; email from Mr. Herrera to Shade Tree Commission seeking documented policy. Mary responded with a letter referring to borough ordinances that Commission referenced.
- Mary attended Jan 4 meeting with PSE&G re new 60'-65' utility poles on Union and Tea; Poles will be placed adjacent to existing poles. PSE&G agreed to remove the tree on Hanken in front of John Miller's home due to its proximity to the wires.
- Planning board sent site plans to Shade Tree Commission for new apartment house at E. Main at the site of the old hotel, for tree planting recommendations. New building is 6 stories tall. STC has an opportunity to select trees for the east side of East St. Commissioners discussed planting columnar trees due to distance between curb and building of 10-12 feet. Plan calls for 5 trees. STC to recommend planting 9-10 in the 270 ft planting strip.
- 32 completion reports received from DPW; 2 were for 2015 requests
- 5 ash trees removed in 2016 because they were infested with Emerald Ash borers or dead. State has requested towns remove ash trees to slow the spread of the Emerald Ash Borer, which is killing ash trees all over the country and was found in NJ in 2015. Mary noted that she has learned the state will be offering CSIP grant funds for removal of ash trees.
- Four 2016 requests received; not yet inspected due to winter season. Copies of these requests were submitted to the commissioners for inspection.
- Commissioners signed oaths of allegiance for 2017. Mary to obtain term expiration dates for commissioners.

Requests

2017 requests: 2 requests; 0 completed; 0 no action; 0 not inspected; 0 duplicates;
2 at DPW.

2016 requests: 153 requests; 81 completed; 17 no action; 4 not inspected; 7 duplicates;
44 at DPW.

2015 requests: 137 requests; 85 completed; 21 no action; 0 not
inspected; 18 duplicates; 13 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:

Letters and fact sheets on sidewalk and sewer issues. It was agreed that the borough code ordinance number would be added to the sidewalk letter. Xue recommended using the fact sheets and letters as talking points rather than handing them out as originally discussed. After additional discussion it was decided that letters would be submitted to the borough lawyer for review. A copy will be sent to Diana Monahan to forward to the attorney.

New Business: To help new Council member Diane Manahan get oriented to the responsibilities of the commission Mary and commissioners explained how the shade tree commission operates.

Adjourned: 7:30

Minutes submitted by Marsha Longshore