

Bound Brook Shade Tree Commission Meeting  
Thursday, April 20, 2017  
Minutes

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

March Minutes: Approved as amended

**Chair's Report:**

- CSIP Planting and Maintenance plan approved by the State Forest Service.
- RFPs for Certified Tree Expert project manager and trees issued. Responses due April 25.
- Tree giveaway flier copied; to be posted at borough hall, website Xue and friend of Marsha to distribute by Saturday, April 22. Event on April 29 at Codrington Park.
- Received \$300 donation from Ray Gleason.
- Received Tree City USA 12 year anniversary items including a banner, a pin, a hat, a sign ; 27 trees planted on East (4), Tea (2) , Watchung (3) , Thomas (1) , Vosseller (3), E. Main(4), Washington (1) , Union (1)
- completions received from DPW

**Inspection Requests**

2017 requests: 6 requests; 4 completed; 0 no action; 2 not inspected; 0 duplicates;  
0 at DPW.

2016 requests: 154 requests; 102 completed; 17 no action; 4 not inspected; 8 duplicates;  
23 at DPW.

2015 requests: 137 requests; 88 completed; 21 no action; 0 not  
inspected; 18 duplicates; 10 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:**

Arbor Day event, April 28, Smalley School;

- Arbor Day Tree donated by Home Depot -- purple leaf Red bud – Forest Pansy.

- Nancy L to follow up with school district grounds staff to prepare site for planting tree.

Will meet a 1 p.m in front of Smalley. Marsha to give presentation to 4<sup>th</sup> grade class at 1:30 and Mary will show how to plant tree. Students will help with planting and will receive Shade Tree pencils.

Mary to contact mayor for proclamation. She will invite him and Council to attend.

Tree seedling giveaway -- 2 tables. Nancy C. to pick up trees. Commissioners will bundle into groups of five, Mary requested smaller trees. (Last year few residents wanted oaks but dogwood seedlings were popular.)

- Letters re Sidewalk, Sewer issues: Diana Monahan to give STC an update

Inventory: Nancy C reformatted new plantings file to match inventory format. She will update the inventory and provide Mary with planting worksheet for master file.

**New Business: None**

**Adjournment: 7:50**