

Bound Brook Shade Tree Commission Meeting  
Thursday, June 15, 2017  
Minutes

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

Minutes: Tabled until next month

**Chair's Report:**

- Received one response for tree planting RFP for CSIP grant (CERBO). Prepared purchase order requests for Certified Tree Expert (CTE) and tree nursery for planting; planting includes watering trees per grant; purchase orders issued 6/9/2017 for nursery and CTE, John Linson, who is coordinating with CERBO and with Shade Tree Commission.
- CSIP planting began June 13; ended today; Drake, Linden, W. Second, North, part of Church; State forester came June 14 to inspect planting. Said if money left over can get trees in fall. See additional details below. (See CSIP grant in Old Business below).
- Prepared RFP for tree watering; sent to three organizations; one response so far.
- Memorial Day Parade participation: Xue Du, Nancy Lepionka, Mary Patten, Marsha Longshore walked in parade.
- Article on Arbor Day event in Bound Brook published in Bound Brook Chronicle.
- New inspection requests distributed to Commissioners.

**Inspection Requests**

2017 requests: 50 requests; 3 completed; 1 no action; 2 not inspected; 0 duplicates;  
40 at DPW.

2016 requests: 154 requests; 102 completed; 19 no action; 1 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:**

- Letters re Sidewalk, Sewer issues. No news. Need update from Diana Manahan.

-CSIP grant: Trees planted June 13 and June 15. CTE Linson, Mary and state forester McDonald inspected plantings on Wed. June 14. Work finished on Thursday, June 15. Contract includes digging hole, putting tree in half way with dirt, filling hole with water, filling rest of hole with dirt and watering again, then mulching. Additional trees may be planted in fall if budget remains.

Next steps: Mary to update planting list and provide to Nancy Campbell for posting to inventory and to record for CSIP Report.

Three RFPs are out for watering. One response; State will return 90% of cost when form with documentation of payment is submitted.

**New Business:**

- Two dead/dying ashes identified: 1 on Linden; 1 on Carleton
- Large maple and oak at 519 Central Ave appear nearly conjoined. Maple side appears to be dying -- fungus exists at base of maple trunk with bark falling off and large branches with little or no foliage. Oak side appears healthy. STC recommending DPW removed maple and try to save oak.

**Adjournment:** 6:55.