

**City of Plainfield  
Shade Tree Commission  
Minutes of Meeting of March 26, 2014  
City Hall Library  
515 Watching Avenue  
Plainfield, New Jersey 07060**

**1. Roll Call and Call to Order:** Chair Peter Simone called the meeting to order at 7:33 p.m. Present were Mr. Simone, Jan Massey, Mary Burgwinkle, David Frost, Tim Kirby and Oscar Riba from the Commission. Citizen Will Cook of Charlotte Road was also in attendance.

**2. Open Public Meeting Act:** Publication was handled by the Planning Department.

**3. Approval of Minutes:** The minutes of the February 26, 2014 meeting were approved by the commissioners.

**4. Shade Tree Commission Business Items:**

Financial Report

Greening of Union County

Mr. Simone will ask the Planning Department to request that Union County issue STC's reimbursement for Greening of Union County purchases in 2013. We should receive \$12,005.00 that can be added to our budget for this year.

Shade Tree Commission Budget

2014 Budget from the city will be \$17,500, so far as we know. Jan Massey agreed to confirm that amount with the City. Total would then be \$29,505 after reimbursement from Greening of Union County. STC will have some expenditures for our required CEU and CORE Training for any new members, as well as for any outreach activities that we undertake. These expenditures are relatively minor as compared to our total budget. Discussion ensued about spending the budget money and the members appeared to be in consensus about buying and planting trees with the bulk of the budget.

Greening of Union County 2014/Tree Selection/Site Selection

Mr. Simone previously asked for volunteers to scope out site selection in the wards. Ms. Burgwinkle volunteered for Ward 1, Mr. Simone volunteered for Ward 2, Ms. Massey volunteered for Ward 3, Tim Kirby volunteered to share Ward 4 with Mr. Riba. Mr. Simone distributed a list of trees that we have planted for the volunteers to use. Discussion ensued about tree types. Comments were made that tree lilacs need too much care, that oaks are suffering scorch and that ash are susceptible to borers. Red Bud seems to be a good tree selection, along with Tupelo, which has deep roots.

Tree Maintenance

Mr. Simone and Ms. Massey made lists of trees that were damaged or dead in the 2nd and 3rd wards, and those trees will be removed by DPW as they have time.

Arbor Day 2014

STC discussed location and trees for Arbor Day celebration on April 25th. STC decided on Library Park, which has lost a number of oaks. Generally, there is a ceremony and a ceremonial tree planted at the ceremony. Ms. Burgwinkle previously offered to make the presentation at the ceremony on behalf of STC. She agreed to call John Louise to get him lined up for STC's 4/23 meeting to discuss the program and to advise Chief of Staff John

Stewart about the need for the Mayor to attend. Also, STC generally selects an older tree in the community and a flowering or otherwise beautiful ornamental tree to honor at Arbor Day. Ms. Burgwinkle suggested the Copper Beech on Hillside near Chetwynd. Mr. Kirby and Mr. Simone will visit the Library Park site to discuss species to plant in honor of Arbor Day.

#### 2014 Roadway Improvement Projects

Mr. Simone will call Jackie from the road engineering firm to get an update on road improvement.

#### NJ Shade Tree Federation Conference

Mr. Simone asked STC members to contact him if they are interested in attending the Annual Conference in October. Ms. Burgwinkle expressed interest in driving down and back for one day only this year.

#### Shade Tree Commission Website Design

Ms. Burgwinkle reported that she had explored the City Website as an alternative to starting our own. She learned that STC already has website space under Public Works and Planning on the City website. The only thing posted is the roster, which is outdated. Mr. Nierstedt said that he welcomed additional content and that Planning would submit it for publication to IT. Ms. Burgwinkle will follow up.

#### Rutgers "NJ Agriculture Experiment Station" Courses

Mr. Simone told members that they should let him know if there is interest in any courses.

### **5. New Business**

#### CFMP

Ms. Burgwinkle brought copies of the 2011 Community Forestry Management Plan for STC. It has yearly goals for STC and will need to be updated in 2015. Ms. Burgwinkle led a condensed review of the plan. Members were in consensus that we should set aside time at the next four meetings to review our plan for each year.

#### Outreach to Community

Mr. Simone had suggested that we should plan several talks on trees and tree care for the community. Talks could be held on a Saturday morning at the library. Ms. Burgwinkle contacted Pam Zipse, the Shade Tree Federation speaker who does CORE training at the conference. Ms. Zipse agreed to present a two hour seminar in Plainfield for \$429. The STC members unanimously agreed to let Ms. Burgwinkle proceed with arranging the talk for June.

Meeting was adjourned at 8:39 p.m.

Next meeting is April 23, 2014.