

**City of Plainfield
Shade Tree Commission
Minutes of Meeting of June 25, 2014
Library, City Hall
515 Watching Avenue
Plainfield, New Jersey 07060**

1. Roll Call and Call to Order: Chair Peter Simone called the meeting to order at 7:36 p.m. Present were Mr. Simone, Tim Kirby, Mary Burgwinkle, Oscar Riba and Jan Massey from the Commission. David Frost was excused.

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

3. Approval of Minutes: The minutes of the May 28, 2014 meeting were approved by the commissioners.

4. Shade Tree Commission Business Items:

Shade Tree 2014 Roster:

There is an open position for an alternate, Mr. Riba has a neighbor who may be interested, will report at next meeting. All Commissioners should be looking for candidates.

Financial Report:

Our 6/21/14 lecture will result in \$429 expenditure from STC budget for the speaker and \$50 for the Library AV tech. Both were very good, as was the Anne Louise Davis Room at the Library as a venue. Mr. Simone suggested that the STC consider spending up to \$5,000 to hire a consultant to inventory 5% of the city trees in addition to the 1000 trees that Mr. Simone has input into the Itree software. This will help us to comply with the Community Forestry Management Plan requirement that we work on a tree inventory. The Commissioners agreed that this was a good suggestion. Search for a consultant will begin so that we can ascertain if the project is feasible. Commissioners also discussed possible spending of budget money on tree maintenance and another community outreach events, in addition to trees and our CEU obligations.

Greening of Union County/Tree Selection/Site Selection

Mr. Simone reminded the Commissioners that we have received our \$12,005.00 rebate from Greening of Union County that will be held in a separate account. We requested a budget of \$27,600, and it appears to have been approved.

Mr. Simone previously asked for volunteers to scope out site selection for trees 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. He reminded us that this must be completed before the end of June, and he reminded us to use a previously circulated list of trees for planting to suggest species. On the list, the only species that has not been very successful is the Japanese Tree Lilac, and we are not likely to plant Ash or Oaks at this juncture due to Emerald Ash borer and Oak Leaf Scorch diseases. He remarked that we planted 130 trees last year at an average cost for purchase and planting of approx. \$184 per tree. Mr. Riba and Kirby submitted their 4th ward site selection list at the meeting.

Plainfield STC Guest Speaker, Pam Zipse, "The Selection, Care & Planting of Young Trees"

On Saturday, June 21, 2014, STC present a lecture event at Plainfield Public Library from 10:00 to Noon. Our speaker was NJ certified tree expert and Shade Tree Federation Core Trainer, Pam Zipse. Twenty citizens joined us in the Anne Louise Davis room at the library, armed with notes and questions, and the presentation was very interactive, with open questions and answers. STC members present signed up for CEU credit. Our goal is to schedule at least one other lecture/outreach event this year, and we discussed involving the schools.

2014 Roadway Improvement Projects (3rd St., Rock Avenue to Clinton Avenue/North Avenue Streetscape Improvement Grant)

Road improvement will be done on 3rd Street from Rock Avenue to Clinton Avenue, and they will be taking down 1 tree and planting 8 as part of the project. Mr. Simone suggested Princeton Gingkos, a male cultivar known for its upright, narrow conical habit.

Community Forestry Management Plan- During the discussion of the budget, the Commissioners discussed continued work on the tree inventory described in the CFMP as noted above. In addition, Mr. Simone reported that at the 6/21 event, he learned from Pam Zipse that the October Shade Tree Federation conference will feature (for the first time) a two day workshop on the Itree inventory software. Commissioners who had planned to attend for one day only may want to revise their plans to get this training on Itree.

Ms. Burgwinkle reported that she had delivered to Planning a CD containing PDFs of STC Minutes, Meeting Schedule, Arbor Day Program and Flyer for the 6/21 Event. She has requested that these be posted on the City website in the section reserved for STC under Planning Division. She also distributed an introductory heading for STC section of the website, which the Commissioners reviewed and approved at the meeting. She will deliver it to Planning along with the minutes of the May meeting that were approved at this meeting. One of the CFMP goals was better use of a website, so we can use this as evidence of that use.

5. Adjournment and Next Meeting:

Meeting was adjourned at 8:31 p.m. Next meeting is July 23, 2014.