

City of Plainfield
Shade Tree Commission
Minutes of Meeting of August 26, 2015 at 7:30 pm
Planning Conference Room, 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 7:30. Present were Mr. Simone, Mary Burgwinkle and Jan Massey; Oscar Riba, Barbara Spellmeyer and Lynne Wallace joined the meeting after call to order. April Stefel, Planning Division Liaison, was also present.

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

3. Approval of Minutes: The minutes of the June 24, 2015 and July 22, 2015 meetings were reviewed by the Commissioners in attendance and approved.

4. Shade Tree Commission Items:

STC Community Forestry Management Plan (CSIP Grant)

Ms. Stefel told us that the Planning Department learned today that the City plans to outsource the Planning function. This will be presented at a City Council meeting to be held on September 8. She noted that the Planning employees help HPC by collecting fees and doing reviews and also helps STC with Grants and other tasks. She noted that a consultant will likely charge more to do the functions and that STC will no longer have Planning for help. Regarding the CSIP Grant, she has applied for a \$3,000 grant with the state. Our consultant for the 5 year revision of our Community Forestry Management Plan due in 2016 will be CME. A \$1,500 purchase order (from STC budget) is being processed for that purpose. She reminded us to document all of the hours that we spend with the consultant for in-kind grant purposes. She also did a grant to the American Forest Organization for Tree Inventory, it was due in July.

Tree Maintenance/Davey / Tamke / Caffrey

This year, STC will spend only about half the money it has spent on planting trees in the past, in order to be able to hire professionals to do tree pruning and maintenance in the fall. Mr. Simone has received some quotes and was waiting for a quote from Tamke. STC will proceed without that quote.

A. M. Leonard-Tree Guards

A purchase order will be processed to purchase tree guards to protect new plantings.

2015 Roadway Improvement Projects

Mr. Simone advised last month that Roadway projects will be done on E. Second Street from Church to Leland. London Planes and Plums were recommended, however, Plums have a short life and are not durable. London Planes are a good choice because they have a loose branch structure and can be trimmed despite that they are big trees. Mr. Simone has completed the review of that area. Jean Court/Shirley area will also be done, Mr. Simone is recommending redbuds to be planted in that area, no large trees, as the result of resistance from some citizens in those neighborhoods to tree planting. Commissioners volunteered to take street maps and mark the places where trees should be planted, remembering that 2 trees should be planted for every 1 tree removed. Ms. Burgwinkle and Ms. Massey volunteered to do Frances Lane, Maxson, Salem, Shirley, Coolidge. Mr. Simone, Ms. Stefel and Ms. Wallace will do Linabarger and Loretta. We were asked to complete this work by the first week in September.

Greening of Union County 2015-Tree Selection, Site Selection

STC expects to use between \$10,000 and \$11,000 of the budget for trees this year. This will mean planting of about 60 trees as compared to 124 last year. Mr. Simone collected recommendations for tree planting from the Commissioners who had been assigned to each ward.

STC Planting Policy & Public Notification (Public Ordinances)

Ms. Burgwinkle reported that she had forwarded the draft planting/violations policy to corporation counsel for review. He acknowledged receipt and asked for time. Mr. Simone reminded us of the need to formulate a policy on tree removal, as we are receiving requests from citizens who want healthy trees removed.

NJ Shade Tree Federation Conference

Mr. Simone reminded us not to forget about it, Ms. Stefel needs to begin processing purchase orders in late August for persons who want to attend.

New Business

City Council had requested information from City Council about where trees are being planted. Mr. Simone attended the 8/10 Council meeting and made a presentation about the numbers of trees planted in each ward over the past 7 years. The presentation was well received.

5. Adjournment and Next Meeting:

Meeting was adjourned at 8:50 p.m. Next meeting is August 26, 2015 at 7:30 pm.