

**City of Plainfield
Shade Tree Commission
Minutes of Meeting of March 23, 2016 7:30 pm
Plainfield City Hall, 515 Watchung Ave., Second Floor Conference Room
Plainfield, New Jersey 07060**

Minutes of Meeting of March 23, 2016

1. Call to Order and Roll Call: The meeting was called to order at 7:33 p.m. Present were Peter Simone, Jan Massey, Mary Burgwinkle, Barbara Spellmeyer and Oscar Riba. Lynne Wallace was not present. April Stefel, Liaison to Shade Tree Commission from Planning Division and John Louise, Public Works Director, also attended.

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

3. Approval of Minutes: The Commissioners reviewed the minutes of the February 24, 2016 postponed Reorganization Meeting and Regular Monthly Meeting and they were approved as submitted.

4. Shade Tree Commission Items:

2015 Community Forestry Status Report

Ms. Stefel emailed a copy of the report to each Commissioner. Mr. Simone remarked that between Public Works and STC, Plainfield accumulated 41 CEU credits in 2015. We well exceeded the 8 CEU required.

Online seminars-USDA Urban Forest/Community Forestry Program CEUs

Mr. Simone reported on attending a UDSA Forest Service Urban Forest Connections Webinar. These are offered approx. once a month for an hour and fifteen minutes during the lunch hour. Attendees can receive 1 CEU credit at no cost. In addition, there is a free seminar offered by PSEG and New Jersey Tree Foundation on March 25, 2016 from 8:30 to 12:00 entitled the "Right Tree for the Right Place" (3 CEUs for no tuition). Ms. Massey and Ms. Burgwinkle RSVPd and were accepted, Mr. Simone and Ms. Spellmeyer responded later and were told that the seminar was full. Ms. Massey and Ms. Burgwinkle will report at the next meeting.

PSEG Substation Projects

Mr. Simone and Planning Division representatives met with Noreen Merainer, PSEG's project manager for the two substation projects that are underway in the city. They discussed PSEG's planting plans. In 2015, PSEG contributed \$3,000 to the tree trust fund as the result of the inability to plant trees in the right of way near the downtown substation. Discussion of the South Second Street plantings is underway and PSEG has agreed to contribute \$3,000 to the tree trust fund in 2016. Balance in trust fund was \$3,824.83 as of the date of the meeting.

NJDEP CSIP Grants

CSIP Grant is available this year, due April 12, 2016. Ms. Stefel will prepare the grant application, requesting \$25,000. Commissioners discussed using the money for planting of approx. 92 trees on one street, such as South Second Street in the Fourth Ward, between Grant and the City border. On March 10, 2016, Ms. Burgwinkle and Mr. Simone walked South Second Street between Clinton and Grant, Grant between South Second and West Third, and portions of West Third including some properties on Muhlenberg Place. They identified 92 planting sites. Mr. Simone and Ms. Stefel did further work on the sites, as lot and block

information was needed to supplement the property street addresses. In kind volunteer time and stump removal by PSEG may be used for the grant. The money would likely be used to plant Hedge Maples and Amur Maples at the site, if we were successful in getting the grant.

Barton's Nursery-Trees for properties missed in Fall Planting.

In the fall planting, two addresses where trees had been requested were missed inadvertently. STC used money left from the 2015 budget to purchase a redbud and an Amur Maple that will be installed by Public Works. John Louise and Ms. Spellmeyer advised that only the actual installer can call for markouts from the utilities (at the last meeting, Ms. Spellmeyer had agreed to call). The redbud will be planted at 68-70 Jefferson St. and the Amur Maple will be planted at 286 Leland Avenue in the ROWs.

Union County 2016 Arbor Day Tree Planting Program

Mr. Simone announced that Union County is sponsoring an Arbor Day Tree Planting Program where all schools can apply for 2 5-foot redbud trees. School Board property is not within STC's jurisdiction. Ms. Burgwinkle agreed to tell BOE member Emily Morgan about the program to make sure that the BOE is aware of the opportunity.

Arbor Day

Arbor Day ceremony will be held at City Hall on Friday, April 29, 2016 at 11:00 a.m. Plantings will be done to enhance the veteran's memorial on City Hall grounds and to replace trees lost to age and weather. In 2015, STC held Arbor Day at Drake House Museum in the fourth ward. Mr. Simone obtained a garden plan from designer Beth Riley that was partially completed. STC will also plant ferns, shrubs and tree and install mulch at Drake House as part of Arbor Day and to complete that plan in 2016. Ms. Burgwinkle nominated the large American Holly tree at 917 Stelle Avenue near the border of 925 Stelle Avenue for Specimen Trees to be honored on Arbor Day. She brought a photograph to show Commissioners. Commissioners reviewed a draft of the program for the event, and agreed to contact schools and day care and veterans organizations to let them know of the event. Mr. Simone remarked that by the end of 2016, approx. 1500 trees will have been planted in the past 10 years due to road improvement and STC plantings.

Community Forestry Management Plan

Shari Spero, consultant with CME, is continuing to draft STC's third 5 year CFMP, due in 2016. Ms. Burgwinkle reported that she has been in contact to ask questions since the last meeting.

STC Notice to Public regarding tree planting and ordinances

In January, corporation counsel approved the notice to citizens about trees in the City ROW. Ms. Burgwinkle will work on getting the notice posted on the City Website as soon as Arbor Day is completed.

2016 Roadway Improvement Projects

E. Second St., Leland to Terrill-Ms. Massey and Mr. Simone will walk the prospective project to look for planting opportunities and identify trees that need to be removed.

Brisbane Estates area (Coolidge St., Frances Lane, Linbarger Ave., Loretta Terrace, Maxson Place, Salem Road, Shirley Street) (Cercis Canadensis "Appalachian Red"); Adam Circle (Pin Oak)-This project is underway. 206 trees will be replanted with redbud, a small tree, on the streets listed above. Adam Circle will receive Pin Oak which is in keeping with the trees already in the area.

Public Works-Tree Removal, Stump Grinding, Stake Removal

Mr. Simone commended John Louise on his department's work in this area this past summer. Ms. Spellmeyer is poised to install tree guards, and will get them from the City Yard, John Louise agreed.

Adjournment and Next Meeting:

Meeting was adjourned at 8:29 p.m. Next meeting is April 27, 2016 at 7:30 pm.