

City of Plainfield
Shade Tree Commission
Minutes of Regular Meeting of June 27, 2018 - 7:30 pm
Plainfield City Hall, 515 Watchung Ave., Second Floor Conference Room
Plainfield, New Jersey 07060

Regular Monthly Meeting:

Standing Agenda:

Call to Order and Roll Call: The meeting was called to order at 7:35 p.m. Present were Mary Burgwinkle, Barbara Spellmeyer, Holly Hoffman, Vanessa Doman and Ron Johnson. Oscar Riba arrived after roll call.

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

Minutes of May 23, 2018 Meeting: The minutes were approved with one editing change.

CEU Count and Review: Ms. Burgwinkle brought a list of CEU opportunities to the meeting, including the free and revised Right Tree, Right Place seminar offered by PSEG and NJ Tree Foundation in July. For Commissioners attending USDA webinars, Ms. Burgwinkle reminded the group that when a certificate is received from the USDA, it must be emailed to Shannon.hart@dep.nj.gov as STC CEUs are given by the NJ Urban and Community Forestry group at DEP in NJ. If the Certificate has not been received in four weeks, email jilljohnson@fs.fed.us to ask for status.

Budget uses this month: Ms. Burgwinkle distributed the 3 page budget she received from Ms. Stefel. Few expenditures so far this year, but Commissioners discussed use of the \$25,000 Horticultural Materials budget. We will work on the planting list, and get estimates for trimming so that we can assess how much we can get done.

Business Agenda:

Arbor Day Follow Up/GUC for fall: After consulting with Ms. Stefel on planting times after the last meeting, Ms. Burgwinkle suggested planting the Arbor Day trees downtown in the fall with the GUC grant trees. Commissioners reviewed citizen requests for trees at the meeting for inclusion on the list. Ms. Spellmeyer has been keeping the list and will get back to Ms. Burgwinkle with any additions by the end of next week. Ms. Stefel had mentioned North Avenue streetscape trees might be included in the GUC grant. Mr. Johnson thinks that another grant may cover them, Ms. Burgwinkle will follow-up.

CSIP Grant: Ms. Stefel sent an email report of her meeting with Brian McDonald of the NJ Urban and Community Forestry Group on Friday, May 18th. Ms. Stefel reported that 1 tree was

missing and 2 trees had died, for a 97%+ success rate. Mr. McDonald will do a second inspection next May and will release the final \$2,700 in grant money after that.

Removal/Replacement of 2016 Road Improvement Trees: Ms. Burgwinkle received an email response to her recent inquiry on this topic from Doug Johnson of Remington Vernick, the engineering firm that hired the contractor for schedule. The contractor had inquired about cutting down the dead trees and not removing the root balls until the fall replacement planting. He told the contractor that they need to remove the whole tree and fill and seed holes now, will let us know of schedule for work.

Tree Keepers Workshop: Elena Lopez, former program director of NJ Tree Foundation, contacted us again as she needs to do a workshop to complete the tree planting project that they did at PAAAS. The Anne Louise Davis room at the Library has been reserved for Monday, July 23rd from 6:00 to 8:00 and will be sponsored by STC. The program involves an indoor power point discussion and an outdoor demonstration on how to trim and take care for an actual tree. Lisa Simms of NJ Tree Foundation is working on the flyer that we can use to publicize the event. Ms. Burgwinkle encouraged attendance by STC members.

Other Business:

-The Commissioner reviewed requests related to tree maintenance. Ms. Spellmeyer and Mr. Riba will look at the London Planes in front of 1411 Highland and get back with an assessment. Ms. Spellmeyer will look at the ROW in front of 1448 Edwin Place regarding planting another tree there. Ms. Hoffman talked to the homeowner at 901 Leland who would like trees planting on the Oxford ROW side of her property. Ms. Hoffman is recommending planting there.

-Regarding trimming sites for fall, Ms. Burgwinkle received a request for trimming of lower Dixie Lane. She would like to trim on Dorsey Place, and a homeowner has requested trimming there. A homeowner has requested trimming on Garden Street. Ms. Burgwinkle suggested trimming the trees on Watchung Avenue from the North Plainfield border and at least as far as the intersection of E. Seventh St.

-Ms. Burgwinkle encouraged attendance at NJ Shade Tree Federation conference in October. She plans to attend for the day only on 10/18. Ms. Spellmeyer intends to attend both days and stay over, as does Mr. Johnson. Ms. Burgwinkle encouraged getting this information to Ms. Stefel as soon as possible so that payments for reservations can be processed by Planning.

The meeting was adjourned at 8:45 pm.

The next meeting is scheduled for July 25, 2018 at 7:30 pm.