

**City of Plainfield
Shade Tree Commission
Minutes of Meeting of September 24, 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 7:30 p.m. Present were Mr. Simone, Tim Kirby, Oscar Riba, Mary Burgwinkle and Jan Massey from the Commission. Barbara Spellmeyer attended her first meeting as a Commissioner. David Frost was excused.

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

3. Approval of Minutes: The minutes of the August 27, 2014 meeting were approved by the Commissioners provided several typographical errors were corrected.

4. Shade Tree Commission Items:

Shade Tree 2014 Appointments:

Barbara Spellmeyer attended the meeting as a recent appointment to STC. She introduced herself and was welcomed by Commissioners, especially in view of her rich horticultural background.

New Jersey Shade Tree Federation Conference:

Mr. Simone reported that STC will send three attendees to the conference to be held 10/24 and 10/25/14 at the Crowne Plaza in Marlton, NJ. Mr. Simone will attend the two day special I-Tree software training which is limited to one participant per municipality. Ms. Burgwinkle will attend the general training sessions and Ms. Spellmeyer will attend CORE Training. The cost will be approximately \$1,000. STC will earn all of the CEU credits that are required for 2014 once attendance has been achieved.

Greening of Union County/Tree Selection/Site Selection

Mr. Simone previously asked for volunteers to scope out site selection and hazard identification 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. Mr. Simone thanked the team for the effort that they put into meeting the deadline for this project, and encouraged Commissioners to follow-up with Public Works on maintenance requests.

Plainfield STC Spring Guest Speaker

At the June meeting, STC Commissioners discussed the possibility of having a fall lecture. At this meeting, the Commissioners decided to table until winter/spring 2015. Ms. Burgwinkle will scout for a speaker at the NJ STF conference in October.

Plainfield STC Arbor Day Celebration 2015

Ms. Burgwinkle will work with Planning and Public Works on the planning for Arbor Day 2015. She mentioned seeing a large, old tree on the front lawn of 750 Belvidere Avenue at the Netherwood Heights Neighbors House Tour in September. She could not identify the tree species, but suggested that it could be a candidate for recognition on Arbor Day.

City of Plainfield Applications

One of STC's responsibilities is to work with Planning on the tree portions of City development applications. Mr. Simone briefed us on applications that he has been called in on this summer as follows:

2014 Roadway Improvement Projects (3rd St., Rock Avenue to Clinton Avenue)

Road improvement will be done on 3rd Street from Rock Avenue to Clinton Avenue. Due to large utility poles, they will be taking down the large old trees and planting additional trees as part of the project, STC will advise on species.

Muhlenberg Regional Medical Center

Received approval to move Satellite Emergency Room, and the pines will be removed and replaced with an alley of pears.

Union County College (Roosevelt area between Second and Third Sts., old Thul site.)

Parking is planned for the Thul site, and Hornbeams will be planted on one side of street with new sidewalks and utility poles on the other side so that trees will not be growing under wires. On Second, there will be a four foot wrought iron fence with skip laurels and a drip system, Ginkgos will be the shade tree.

Drake House Grant

STC was consulted on trees on the City owned lot behind Drake House. Right now there are Chinese Elms with many volunteers. Mr. Simone advised removing volunteers prior to making new decisions.

Dunkin Donuts (Clinton/West Front)

New Dunkin Donuts had ground breaking ceremony, planning \$33,000 worth of plant material and a watering system.

Community Forestry Management Plan- Ms. Burgwinkle will make a list of items that we need to complete for the 5 year update due 8/16 that we will work on next year, need to allocate budget dollars for the drafting of the report.

Tree Maintenance 2014-Mr. Simone suggested that Commissioners should contact Carmen Louise with maintenance priorities.

5. Adjournment and Next Meeting:

Meeting was adjourned at 8:29 p.m. Next meeting is October 22, 2014.