

**City of Plainfield**  
**Shade Tree Commission**  
**Minutes of Regular Meeting of May 24, 2017 - 7:30 pm**  
**Plainfield City Hall, 515 Watchung Ave., Second Floor Conference Room**  
**Plainfield, New Jersey 07060**

1. **Call to Order and Roll Call:** The meeting was called to order at 7:32 p.m. Present were Peter Simone, Mary Burgwinkle, Barbara Spellmeyer, Jan Massey, Kelley Boero and Oscar Riba. Vanessa Doman was excused.
2. **Open Public Meeting Act:** Publication was handled by the Planning Division.
3. **Approval of Minutes:** The Commissioners reviewed the minutes of the April 26, 2017 meeting and they were approved.
4. **Shade Tree Commission Items:**

2017 Arbor Day/NJDEP CSIP

Arbor Day was celebrated on April 28, 2017 at 11:00 am at the YMCA building across the street from City Hall. Ms. Burgwinkle prepared a package of materials that memorialize the celebration including the program, the trifold brochure, copies of articles publicizing and reporting on the event and a DVD with images taken at the event. It was delivered to Planning along with a stack of brochures for citizens. The brochure needs to be re-formatted so that it folds in thirds evenly, and Mr. Riba said that he would do that so that the brochure can be posted online. The planting in the Fourth Ward as the result of the CSIP grant was done on Friday, May 19, 2017. Ms. Boero went into the field for the planting and delivered a tree-themed coloring flyer to the young children who were involved in watching the planting. She also shadowed the landscaper during the planting. She prepared a package of materials memorializing the event and delivered them to Planning. She also handled an inquiry from a citizen about the tree planted in front of her home.

Plainfield Roadway Improvement Projects/2016 tree replacement/2017 tree removal and selection

Mr. Simone reported that many of the road improvements this season involved milling and repaving, and that deep excavation for curb replacement would only happen on a small number of streets such as Hillside Avenue. He has scheduled several appointments with the engineer to look at Hillside, but the engineer missed the appointments. He will continue to monitor the improvement schedule, especially on streets like Hillside Avenue, with many large trees that may be impacted and for replacement of trees that were planted after road improvement last year. There are many trees in the Brisbane Estates area that need to have felt and stakes and wired removed. Ms. Burgwinkle, Ms. Boero and Ms. Massey will schedule a time to do this.

Greening of Union County

Commissioners should plan to go out and survey their wards for 30 plantings by the end of June. Mr. Simone will go out on Sundays with Commissioners to help if they need help. Ms. Burgwinkle is developing a list of conditions to consider before designating a site, she will circulate for comments.

May 20, 2016, the landscape contractor replaced the GUC trees planted in late fall 2016 that did not make it through the winter. Parrotia, among others, did not survive. The planting was done in an abnormally cold early December this past year, later than usual and that may have affected the trees.

Planning Board Site Applications

There were no new applications to discuss. Ms. Burgwinkle visited 351 Hill Street brought pictures to Mr. Simone with recommendation that the STC needs to see plans for the site before deciding on trees.

The meeting was adjourned at 8:18 pm. The next meeting will be held on June 28, 2017 at 7:30 pm.