

City of Plainfield
Shade Tree Commission
Minutes of Regular Meeting of April 26, 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 7:30 p.m. Present were Peter Simone, Mary Burgwinkle, Barbara Spellmeyer, Jan Massey, Kelley Boero and Vanessa Doman.
2. **Open Public Meeting Act:** Publication was handled by the Planning Division.
3. **Approval of Minutes:** The Commissioners reviewed the minutes of the March 22, 2017 meeting and they were approved.
4. **Shade Tree Commission Items:**

STC Application-Vacancy

Ms. Vanessa Doman has been appointed to the Commission and was welcomed by the other commissioners.

2017 Arbor Day

Arbor Day will be celebrated on April 28, 2017 at 11:00 am on City Hall Plaza. Plantings will be done across the street at the YMCA building on Watchung Ave. Due to light conditions at the site and availability of plants, Mr. Simone ordered Serviceberry (Amelanchier), Variegated False Holly (Osmanthus hereophyllus "Goshiki") and PJM Rhododendron (Rhododendron x P.J.M) instead of the materials originally selected. The Rhododendron and Serviceberry have already been planted at the site. The Variegated False Holly is on order and will be planted when it arrives. The Commissioners reviewed the final draft of the Arbor Day program distributed by Ms. Burgwinkle and suggested several changes. Ms. Burgwinkle also brought copies of the trifold brochure drafted by Ms. Spellmeyer and Ms. Boero that will be distributed on Arbor Day. The brochure needs to be re-formatted so that it folds in thirds evenly. For Arbor Day, Ms. Burgwinkle cut ½ inch of the long ends of the flyers so that they would fold evenly. Arbor Day has been publicized in Tap into Plainfield, on the City website and in Mayor Mapp's weekly newsletter.

Plainfield Roadway Improvement Projects & Public Notice

STC has the list of streets for roadway, we have asked for the schedule. Mr. Simone was scheduled to meet with the engineer to look at Hillside, but engineer missed appointment. He will continue to monitor the improvement schedule, especially on streets like Hillside Avenue, with many large trees that may be impacted.

Public Works Tree Removal/Stump Grinding/Stake Removal

Mr. Simone reminded Commissioners to contact public works for removal of dead or distressed trees. Lists compiled by Commissioners should be sent to Ms. Massey.

Planning Board Site Applications

There were no new applications to discuss. Ms. Burgwinkle visited 351 Hill Street and will send pictures to Mr. Simone with recommendation.

Grants:

NJDEP CSIP Grant, Ward 4

The CSIP Grant requires outreach, and there is a need for a flyer for children. Ms. Spellmeyer and Ms. Boero drafted a very charming double sided flyer with poetry and drawings of trees and leaves and birds for the children to color. The planting will be coordinated for late spring.

Greening of Union County

Mr. Simone asked the Commissioners to survey their wards for planting sites by late June. Ms. Doman will survey the first ward with Ms. Burgwinkle.

The meeting was adjourned at 8:20 pm. The next meeting will be held on May 24, 2017 at 7:30 pm.