

City of Plainfield
Shade Tree Commission
Minutes of Reorganization and Regular Meeting of January 24, 2018 - 7:30 pm
Plainfield City Hall, 515 Watchung Ave., Second Floor Conference Room
Plainfield, New Jersey 07060

Reorganization Meeting:

Call to Order and Roll Call by Secretary pending Election of Chair: The meeting was called to order at 7:34 p.m. Present were Mary Burgwinkle, Oscar Riba, Barbara Spellmeyer and Holly Hoffman. April Stefel, Planning Division Liaison with Shade Tree Commission was also present.

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

Nominations for Chair and Secretary: Oscar Riba nominated Mary Burgwinkle for Chair and Secretary. There were no other nominations from the floor. Ms. Burgwinkle was elected by voice vote.

2018-2019 Meeting Schedule and roster: Commissioners approved holding meetings on the fourth Wednesday of each month in 2018 and in January 2019, except for November 14 and December 19. Ms. Stefel will publish schedule in Courier. Ms. Stefel circulated the contact list of Commissioners. One of the listed Commissioners intends to resign, Mr. Riba suggested prospective candidates.

Adjournment: The Reorganization meeting was adjourned at 7:45.

Regular Monthly Meeting:

Review of Shade Tree Commission Critical Tasks for 2019:

Ms. Burgwinkle passed out copies of STC's Community Forestry Management Plan for 2016 to 2020 and Commissioners reviewed items to complete per plan. First and foremost in 2018 is Arbor Day, which is 4/27/2018, and discussion ensued about planning for that celebration. She also discussed Continuing Education Units (CEUs) for 2018, STC needs 8 total and there are many free webinars to learn and accumulate credits. Also, the NJ Shade Tree Federation Conference is Thursday and Friday, 10/18 and 10/19/2018. Many networking and CEU opportunities there, along with CORE training for new members.

Other STC items and tasks:

General discussion ensued about the STC Budget, staffing of Planning/Zoning Board Site Application reviews and the Plainfield Roadway Improvement Project 2016 Failed Tree Removal/Replacement. Ms. Hoffman resides in the Brisbane Estates neighborhood and agreed to monitor the progress of that process this spring.

The meeting was adjourned at 8:38 pm.

The next meeting is scheduled for February 28, 2018 at 7:30 pm.