

**MINUTES OF THE  
CRANBURY TOWNSHIP  
SHADE TREE COMMISSION  
Special Meeting  
March 15, 2016**

**TIME AND PLACE OF MEETING**

A special meeting of the Cranbury Township Shade Tree Commission was held in Town Hall, 23A North Main Street, Cranbury, on March 15, 2016, at 10:00 a.m.

**CALL TO ORDER**

With a quorum present, Kathy Easton, chair of the Shade Tree Commission, called the meeting to order at 10:05 a.m. and Wendy Borg acted as the Recording Secretary of the meeting.

**STATEMENT OF ADEQUATE NOTICE**

Pursuant to the Sunshine Law, adequate notice in accordance with the Open Public Meetings Act (N.J.S.A. 10:4-6) was provided on March 7, 2016, of this meeting's date, time and place, and the agenda was mailed to the news media, posted on the Township bulletin board, mailed to those requesting personal notice, and filed with the Municipal Clerk.

**MEMBERS IN ATTENDANCE**

Kathy Easton, Bonnie Larson and Marilee Nissen were present. Norma Swale and Christine Quinn reported their absences by phone.

**NEW BUSINESS**

Arbor Day – The Parks Commission has approved the planting of a cherry tree south of the memorial is Memorial Park. The program, proclamation and press release have been prepared. Mayor Dan Mulligan has been invited to officiate. Secretary will contact Cranbury School, township personnel and township police department. Saplings will also be ordered.

CSIP Grant – The Commission is considering applying for this state DEP grant (up to \$10,000) for hiring a professional to do a tree inventory, which would include a hazardous tree assessment. The application is due April 12. Matching funds are not required this year. The Commission reviewed the requirements of the application and based on discussion, Kathy Easton made a motion to not pursue the grant application because the Commission is not equipped to put together a grant proposal; seconded by Bonnie Larson. All were in favor.

Tree Budget – Jerry sent his preferred tree vendor list to the Commission. The Commission will use the Empty Hole Survey, completed in 2014 and devise a planting plan to fill holes within the budget. They will present the Township Committee with bullet points of the End of the Year 2015 report.

**PUBLIC COMMENT-** None

**ADJOURNMENT OF MEETING**

There being no further business, motion duly made by Kathy Easton, seconded by Bonnie Larson, and carried, the meeting was thereupon adjourned at 12:04 p.m.

**CERTIFICATE OF SECRETARY**

I, the undersigned, do hereby certify, that I am the duly appointed Secretary of the Cranbury Township Shade Tree Commission, and that this document, consisting of two (2) pages, constitutes a true and correct copy of the minutes of the special meeting held on March 15, 2016.

IN WITNESS WHEREOF, I have hereunto subscribed my name this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

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Wendy W. Borg, Secretary