

**MINUTES OF THE
CRANBURY TOWNSHIP
SHADE TREE COMMISSION
September 7th , 2017**

TIME AND PLACE OF MEETING

A meeting of the Cranbury Township Shade Tree Commission was held in Town Hall, 23A North Main Street, Cranbury, on September 7, 2017, at 11:00 a.m.

CALL TO ORDER

With a quorum present, Kathy Easton, chair of the Shade Tree Commission, called the meeting to order at 11:05 a.m. and Debra Rubin 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 December 5, 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, Lee Nissen and Norma Swale (11:27a.m.) were present. Christine Quinn was excused.

MINUTES

The minutes of the June 1, 2017 meeting were approved on a motion by Kathy Easton; seconded by Bonnie Larson. All were in favor. Motion carried.

PUBLIC COMMENT

Jackie Johnson, Cranbury resident was present.

John Battles was present representing Four Seasons. He requested suggestions from Commission for species to plant for the replacement of trees. Discussion on previous issues regarding irrigation and sidewalk matters. The common areas and who would participate in payment of the replacement of trees. Kathy Easton and Jackie Johnson will assist in making suggestions once the area is reviewed by them. John Battles left the meeting at 11:30 a.m.

OLD BUSINESS

Community Forestry Plan –

The Green Communities Grant of \$3,000 was obtained. Four quotes were received for the 2018-2022 proposals. The best two were brought to the Commission for review. The two reviewed were from Paul Cowie and Associates and from Kevin Scibilia. Lee Nissen will be checking references from some towns that are listed on Scibilia's quote. Once these are checked and met with positive reference, the information will be given to Ms. Easton and the contract . This needs to be done immediately to meet the timeline given to perform the work. Once the company is

chosen, meetings will need to be scheduled immediately to work on the plan. Need to have goals for 5 year plan. Deadline for the plan needs to be confirmed.

Volunteer Work Hours – Mrs. Larson worked ten hours; Ms. Nissen worked four hours; Ms. Easton worked eighteen hours.

Tree Pruning Workshop – Ms. Easton reviewed that she was very happy with the workshop.

Site Plans –

Future Library site plans were not received for review by the Commission.

Applewood Court – Plans were satisfactory and accepted. This plan includes the existing landscaping as well.

NEW BUSINESS

Fall newsletter – Ms. Easton will provide a write up. Information needed to be added to show the importance of trees and their functions.

Tree inquiries– Send information to Jerry Thorne of any tree issues noticed throughout the Township.

Do Not Plant List – May be added to Community Forestry Management Plan.

1-2-3 Assessment & Empty Hole Survey – List was distributed to members. This list will be brought to the Township Committee meeting on September 11th by Mrs. Larson. The Empty Hole Survey will be used for the future Arbor Day plantings.

Tree Protection Ordinance – Ed DiFiglia has not provided the documentation for review. This may be followed up in the future if documentation is received.

ADJOURNMENT OF MEETING

There being no further business, motion duly made by Kathy Easton, seconded by Norma Swale, and carried, the meeting was thereupon adjourned at 12:45 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 monthly meeting held on September 7, 2017.

IN WITNESS WHEREOF, I have hereunto subscribed my name this _____ day of _____ 2017.

Debra A. Rubin, Secretary