

CHATHAM BOROUGH SHADE TREE COMMISSION
Tuesday, March 21, 2017 7:30 p.m.

Chairman Colleen Truppo called this Regular Meeting of the Chatham Borough Shade Tree Commission to order at 7:30 p.m., in the Council Chambers, Chatham Municipal Building. The Open Public Meetings Act was read aloud.

Name	Present	Absent
Colleen Truppo	X	
Christopher Jadro	X	
Fran Drew	X	
Ken Fekete	X	
Dean Wilson	X	
Kristy Chmura	X	
Ken Chmura	X	
Thaddeus Kobylarz		X
Tony Torello	X	
Council Member James Collander		X

Jackie Pindak, a representative from the Chatham Historical Society, was present.

Chrmn. Truppo distributed and explained the Shade Tree's activity schedule planned for 2017. She reviewed the guidelines for both visitors and Commissioners when speaking at a STC meeting.

Public Comments

There were none.

Motion to Adopt Meeting Minutes

A motion was made/seconded to approve the minutes of the January 24, 2017 Reorganization and Regular Meeting. The minutes were unanimously approved.

Chatham Historical Society Memorial Planting

Chrmn. Truppo read aloud Helen Ann Rosenfeld's letter to the Borough Council. In her letter, Mrs. Rosenfeld, the President of the Chatham Historical Society, had pointed out that 2017 marks the Centennial of World War One. The Historical Society is proposing a rededication by planting one commemorative red oak tree in front of Borough Hall as a memorial to the Chatham soldiers who lost their lives in France. A memorial stone will be placed at the base of the tree listing the soldiers' names.

Mrs. Rosenfeld had enclosed the appropriate application that the Historical Society had filled out for Borough memorials. The Mayor and Council have given their approval for the tree.

Chrmn. Truppo explained that the reason this matter is before the Commission tonight is because the tree will be technically planted on public property. Permission is needed from the Shade Tree Commission for the planting of this tree.

Mrs. Pindak noted that the Borough Council has changed the location for the tree, since Mrs. Rosenfeld's letter was written. Mr. Torello stated the tree will be placed on the left-hand side of the Borough property, where vehicles enter the grounds, in the vicinity of the picnic table.

Chrmn. Truppo noted that both the red tree and the memorial stone will be funded by the Chatham Historical Society. The monument company is willing to plant the tree. The bronze plaque and stone will require very low maintenance. The Society will have the plaque and stone cleaned when needed. Mr. Torello stated that the DPW could take care of any pruning the tree may need, Mrs. Pindak noted that the Borough Council thought that perhaps a bench could be installed close to the tree, creating the appearance of a small mini-park.

Mrs. Pindak noted that the Historical Society would like to have the dedication held on Fishawack Day. Mrs. Pindak asked what type of tree would the Shade Tree Commission recommend? Where is a good place to buy the tree? Can it be planted in June? The Historical Society would appreciate feedback from the Shade Tree Commission.

After some discussion, Mr. Torello pointed out that the Borough has a wholesale account with LP Statile, Springfield NJ, who could provide a good tree. Mrs. Pindak was receptive to that idea.

Mr. Chmura made a motion that the Shade Tree Commission give permission for the Chatham Historical Society to plant this commemorative red oak tree in front of Borough Hall. Mrs. Drew seconded the motion. A voice vote was taken. The motion was carried.

Mr. Torello and Mrs. Pindak will together pick out the tree at LP Statile. Mr. Torello asked that the Historical Society let him know the amount they are willing to pay for the tree. Commissioners discussed the best time to plant the red oak. Ms. Chmura suggested that the red oak be planted ahead of Fishawack Day. The memorial plaque could be dedicated on Fishawack Day. Planting the red oak before Fishawack Day, would allow the tree to securely take root.

Mr. Torello will touch base with LP Statile to see if they have any red oak trees in stock. If not, one could be ordered. Mrs. Pindak gave Chrmn. Truppo her e-mail for future contact.

Mr. Torello asked why size rock did the Historical Society have in mind for the tree. Mrs. Pindak will touch base with Mrs. Rosenfeld on that matter. Mr. Torello said that the DPW could find a natural-looking rock if the Society is interested.

Mrs. Pindak will notify Mrs. Rosenfeld of what has transpired about the red oak tree at tonight's meeting. She thanked the Commission for their time and departed.

Review of Tree Request at 19 North Hillside Avenue

Chrmn. Truppo recalled that former Chairman Pat Carroll had received the first request from the resident to have a Red Oak tree that have been installed in Borough parkland, adjacent to this resident's home. The resident had informed Mr. Carroll of his daughter's severe allergic reaction to tree pollen. Due to this severe reaction, his daughter cannot be outside during the high pollen days of tree season. The resident urgently requests that this oak tree be moved to avoid further negative health effects on his 9-year old child.

Chrmn. Truppo read aloud the recommendations made by John Linson, a Certified Tree expert who evaluated the red oak in question.

In his letter, Mr. Linson had commented that there are currently many large oak trees in the Borough right-of-way of North Hillside Avenue. There is a large pin oak, behind the resident's house, next to the children's playground. Mr. Linson had noted that due to the presence of other oak trees in the neighborhood, he felt it is unlikely that the young oak tree that the resident was concerned about, would significantly contribute to the child's health issues in the foreseeable future.

In his letter, Mr. Linson recommended the following:

- 1) Allow the resident to pay a private contractor of the Borough's choosing to transplant the tree to another Borough property
- 2) Require the property owner to pay for an allergy-free replacement shade tree with a 2 to 2 ½ inch caliber
- 3) Upon receipt of payment for the above mentioned action, the Commission will then proceed with the re-location and replacement of the oak tree in question.

Chrmn. Truppo asked the Commission for their thoughts on Mr. Linson's recommendations, so she may answer the homeowner's letter.

Mrs. Drew offered to write a letter to the resident at 19 North Hillside and give her thoughts as a private citizen.

Mr. Fekete suggested that the Commission basically follow Mr. Linson's recommendations. He felt the bill for transplanting the existing oak tree should be the homeowner's responsibility.

Ms. Chmura felt that if this action was followed, it would set a precedence for residents wanting control over public trees. She would like a note from a doctor confirming this young girl's medical condition and that it's caused by trees/pollen.

After further discussion, Mr. Fekete made a motion that the Commission follow John Linson's recommendations, and require the resident to present his plan to the Commission for their review, and require the resident to be responsible for all costs. Chrmn. Truppo seconded the motion. A voice vote was taken. All Commissioners present voted aye.

Mr. Fekete suggested that the Commission touch base with Borough Attorney Lott about their decision on this matter.

Report from the Arbor Day Subcommittee

Chrmn. Truppo recommended that since the Commission meets every other month, the Commission should create a few small subcommittees. Commissioners could choose which subcommittee they were interested in. The subcommittees could meet outside of the regularly scheduled Commission meetings. Their findings can be reported at the regularly scheduled Commission meetings.

Chrmn. Truppo reported that volunteers have joined the Arbor Day Subcommittee. She and Ms. Chmura met with this subcommittee late February to discuss what is needed for this coming Arbor Day:

- 1) A proclamation from the Mayor and Borough Council, which will be on the April 11th Borough Council Agenda.
- 2) Tree Banners will be posted around town. This display of banners has been approved by the Mayor and Borough Council.
- 3) Kristy Chmura has graciously agreed to host another Arbor Day Concert on Sunday, April 23rd, 3 – 4 p.m., at St. Patrick Church
- 4) An Arbor Day program for students will be held at Lafayette Ave. School

Mr. Jadro confirmed that the Arbor Day program is scheduled at Lafayette Ave. School this spring. The principal has two dates in mind. Six teachers are interested in the Arbor Day presentation; however, Rosanne Maraziti has informed him that there are not enough instructors available. Mr. Jadro and the school principal were considering holding additional presentations *after* Arbor Day. There would be enough instructors for such an arrangement. Mrs. Maraziti wouldn't mind doing an additional Arbor Day presentation. Mr. Fekete suggested the additional presentations be given "in honor of Arbor Day". Mr. Jadro will follow up with the principal on the arrangement for these additional presentations at the school.

Chrmn. Truppo pointed out that the Arbor Day presentations should be documented for when the Borough applies for Tree City USA.

Mr. Chmura recommended these four locations for the Arbor Day proclamation:

- 1) The Borough website
- 2) The Chatham Courier
- 3) Chatham Patch (done online)
- 4) Tap Into Chatham (done online)

Mr. Chmura noted that in order to have the proclamations put on Chatham Patch and Tap Into Chatham, the Commission needs to create an online account.

Chrmn. Truppo noted that Ms. Kline, the Borough Clerk, does the updates for the Chatham Borough website. Ms. Kline could be asked to post information on the Tree banners. Chrmn. Truppo has been in contact with Kathy Shwiff from the Chatham Courier. Chrmn. Truppo had submitted an article to Ms. Shwiff concerning Arbor Day, Ms. Chmura's concert, and tree care tips of mature trees.

Chrmn. Truppo will reach out to Tap into Chatham with Ms. Chmura's help.

Chrmn. Truppo will be printing out invitations to Ms. Chmura's concert for the Mayor and Council Members. Chrmn. Truppo encouraged Commissioners to take flyers for this event to their churches and civic groups. Ms. Chmura said that an announcement will be put in the church bulletin at St. Patrick Church. Mr. Chmura offered to send flyers/information to the Chatham Historical Society. Mrs. Drew offered to put a poster up on the bulletin board at Corpus Christi Church.

Mr. Fekete suggested a photo be taken of the tree banners for a press release, just before the banners are put up around town. Mrs. Drew suggested Chrmn. Truppo take one sample banner to a Council Meeting.

Chrmn. Truppo felt that a subcommittee could be formed on the tree ordinance. If a subcommittee meets with three or less members, legal notification of the meeting did not need to be made. Minutes do not need to be taken for subcommittee meetings.

Mr. Wilson brought up an idea expressed by Mrs. Drew some months ago. The Commission should think about meeting once a month, instead of every other month, because of the projects being undertaken.

Mr. Fekete suggested obtaining something in writing from the Borough Clerk stating that the legalities of subcommittee meetings.

Mr. Fekete made a motion that the Shade Tree Commission be held every third Tuesday of the month, 7:30 p.m., the meeting room to be determined, with possible cancellations during the summer months. Mrs. Drew seconded the motion. A voice vote was taken. All Commissioners present voted aye.

GIS Survey/Liaison to the Borough Engineer

Chrmn. Truppo pointed out that the GIS Survey for Chatham Borough hasn't been revised for a while. She was hoping one of the Commissioners would volunteer to work with Mr. DeNave, the Borough Engineer, on an update.

Regarding the latest GIS Survey, Mr. Jadro believed that, not too long ago, a Boy Scout had identified the species of each tree in the Borough and what condition each tree was in. Unfortunately, a Google map wouldn't help with an update. It wouldn't be able to give the species of a tree.

Ms. Chmura asked if the Commission could reach out to Rutgers to see if one, or more, of their agricultural students could do an inventory of local trees. Maybe some of their forestry students would be interested.

After further discussion, Ms. Chmura offered to contact Mr. DeNave, the Borough Engineer, and see if he would be interested in working with a college student or graduate student from Rutgers Agricultural program. Chrmn. Truppo suggested Ms. Chmura first ask Mr. DeNave what information would be needed from the Shade Tree Commission for this GIS work. Mr. Chmura will help Ms. Chmura with this project.

Policies & Ordinances

Mrs. Drew noted that she and Ms. Chmura are the subcommittee working on the tree ordinance.

Regarding this ordinance. Chrnn. Truppo stated that Council Member Collander had received power-point information provided by Mr. Torello. A meeting will be held between Council Member Collander and Borough Attorney Jim Lott to organize a comprehensive ordinance. The ordinance will probably be ultimately crafted by Borough Attorney Lott. Chrnn. Truppo noted that the input that the Shade Tree Commission will help ensure there is consistency in the ordinance for both public and private trees.

Mrs. Drew noted that a presentation has to be given to the Borough Council on this ordinance. Chrnn. Truppo felt that Attorney Lott will probably look at the proposed ordinance before it's presented to the Borough Council.

Mr. Fekete asked whether Attorney Lott could attend a Shade Tree Meeting to keep all of the Commissioners in the loop about this ordinance. Some Commissioners were concerned about the fees that Attorney Lott may charge for attending one of their meetings. Mr. Fekete pointed out that Attorney Lott didn't charge anything for the Commission meeting he had attended a couple of years ago. Chrnn. Truppo said she check with Attorney Lott if he could meet with the Commission, hopefully free of charge.

Chrnn. Truppo and Commissioners discussed the tree removal form currently available to the public. Currently, this application is an evaluation for a public tree, but possibly in the future it could be for "a tree".

Mr. Fekete asked for the status of the Shade Tree Commission's Annual Reports.

Mr. Jadro stated that the Annual Requirements Report, a listing of accomplishments of the Commissions for the year, has been done. The paperwork for the Tree City USA has been completed and signed by Mayor Harris.

Mr. Fekete stressed that the Annual Report must be filed and officially accepted by the State for liability reasons.

CEU tracking for the Commission

Mr. Fekete asked that another Commissioner take on this assignment. He recommended that Commissioners try and earn more CEU credits than the minimal requirement. Chrnn. Truppo noted that the Commission has to earn a total of eight CEUs for the year. At least two Commissioners have to be core certified.

St. Paul's Church's Woodlands Camp

Chrnn. Truppo summarized a recent letter from St. Paul's Episcopal Church in Chatham. The church will be holding a day camp for children from June 26th to June 30th, 9 a.m. to 12 noon. They would like the Commission to share their tree expertise. The church asked if the Commission could give a walking tour of the Borough, pointing out important trees, like the

Scarlet Oak on Lum Field.

Ms. Chmura offered to help with the walking tour, selecting five landmark trees for the youngsters to hear about. She will check her calendar to make sure she is free on those dates in June.

Mr. Fekete made a motion that the Shade Tree Commission proceed to help St. Paul's Church with their Woodlands Camp. Mr. Chmura seconded the motion. A voice vote was taken. All Commissioners present voted aye.

Homeowner's Request to extend fertilization

Chrmn. Truppo discussed a request by a resident on Washington Ave. who just had two cherry trees planted, which were in a Shade Tree planting program, next to the school. These cherry trees survived the winter. The resident has hired her tree service to fertilize the trees on her private property. Could she have permission from the Shade Tree Commission to extend this fertilization treatment to the two cherry trees?

Ms. Chmura made a motion to allow Mrs. Hock, at 103 Washington Ave., to extend her annual fertilization treatment to include the two cherry trees that had been planted by the Borough. Mr. Chmura seconded the motion. A voice vote was taken. All Commissioners present voted aye.

Miscellaneous Items

Commissioners discussed the new Shade Tree Commission page on the Borough website. Mr. Fekete pointed out a possible error on the section explaining the Shade Tree ordinance. Chrmn. Truppo also had suggestions for the page content.

Mr. Chmura showed Commissioners a recent article about a 600-year-old oak tree belonging to a Basking Ridge church. Unfortunately, the tree will have to be taken down in the near future. A new tree, which had been a sapling of the old oak tree, will be planted at a new location on the church property. Mr. Chmura offered to reach out to the college professor, mentioned in the article, to see if this can be done for the Scarlet Oak on Lum Field.

Chrmn. Truppo reminded everyone that Ms. Chmura's Arbor Day Concert will be held Sunday, April 23rd, 3 p.m. to 4 p.m. at St. Patrick Church. Donations and solicitations will not be asked.

The next Shade Tree Commission meeting will be held on Tuesday, April 18, 2017, 7:30 p.m. Commissioners will be notified of the specific meeting room.

Respectfully submitted:

Liz Holler
Minutes Secretary