

BOARD OF SHADE TREE & PARKS COMMISSION MEETING

MEETING MINUTES

January 18, 2023

Present: J. Sexton, K. Raschen, D. Pries, B. Keppler, C. Hittel, M. Ivanicki, W. R. Comery, D. Minervini, B. Goggin, J. Quintana, J. Weber

Absent:

K. Raschen called the meeting to order at 7:02 p.m. and stated that this meeting of the Shade Tree & Parks Commission, as required, has been made public and posted at Borough Hall. Roll call was taken.

K. Raschen began 2023 nominations. First being for chairman. W.R. Comery made a motion for D. Pries to be nominated as chairman, seconded by D. Minervini. All in favor.

K. Raschen handed the meeting over to Chairman D. Pries.

D. Pries stated a motion is needed to nominate a vice chairman. A motion was made to nominate C. Hittel for Vice Chairman by B. Keppler, seconded by B. Goggin. All in favor.

Last nomination is for Commission Secretary. Motion made by B. Keppler for Sarah Dahl as Secretary, seconded by C. Hittel. All in favor.

J. Quintana introduced himself to the Commission as our new Liaison and Council Member, as well as B. Goggin as a newly appointed Commission Member.

D. Pries requested a motion to approve last month's minutes. Motion made by B. Keppler, seconded by D. Minervini. All in favor.

Superintendent's Report:

Fall Planting- 2022 fall planting is complete with 164 trees planted by Shade Tree and Parks.

Liner Stock- The liner stock has been received, and is heeled in at the nursery. We will plant the liners at the nursery in the spring.

PSE&G/ NG Gilbert – K. Raschen explained to the Commission that he met with crews after the December 15th meeting. The option of restitution was denied, but Ash tree removals were offered in kind. C. Hittel asked K. Raschen if he was happy with the offer. K. Raschen said yes, its well worth the removals. D. Pries stated it is an excellent deal. K. Raschen explained that they have already began the removals and will make sure they continue until all are complete.

Operations- Preparations have begun for upcoming budget meetings. Requests were submitted last Thursday, and our in-person meeting is this following Monday for our operating budget.

Authorization to Pay Bills- Motion made by B. Goggin, seconded by D. Minervini. All in favor.

Assistant Superintendent's Report

Year End Reports- Progress is being made – all reports are on schedule to be submitted by their due date, or sooner.

ACRT- J. Sexton explained to the commission that all of our tree climbers on staff must attend this certification course yearly. 3 employees go for recertification, and our one employee must go for the full week course this year. The employees must be CPR/First Aid certified. This course enables our employees to work safely in close proximity to power lines.

Budget – J. Sexton and K. Raschen have been working on forms, calculating price increases of products, and preparing for budget meetings. Prices have gone up 15%-20% and they are not going down.

Chairman's Report-

New Business -

W.R. Comery made the recommendation to go out to bid for spring planting to replace street trees in areas of ash removal. He suggested planting approximately 350 street trees through a contractor, and approximately 150 trees through the department, depending on stump grinding progress in those areas. Motion made by W.R. Comery, seconded by C. Hittel. All in favor. A suggestion was also made to get quotes to expediate the removal of the remaining ash trees. The removal funds would come from trust. Motion made by D. Minervini, seconded by M. Ivanicki. All in favor.

Old Business-

Land Use-

Personnel-

K. Raschen asked for assistance from the two council liaisons on getting the department's multiple vacant positions filled.

Motion to adjourn meeting made by M. Ivanicki seconded by D. Minervini. All in favor

BOARD OF SHADE TREE & PARKS COMMISSION MEETING

MEETING MINUTES

February 8, 2023

Present: J. Sexton, K. Raschen, D. Pries, B. Keppler, C. Hittel, W. R. Comery, B. Goggin, J. Weber

Absent: M. Ivanicki, D. Minervini, J. Quintana

D. Pries called the meeting to order at 7:03 p.m. and stated that this meeting of the Shade Tree & Parks Commission, as required, has been made public and posted at Borough Hall. Roll call was taken.

D. Preis requested a motion to approve last month's minutes. Motion made by B. Keppler, seconded by B. Goggin. All in favor.

Superintendent's Report:

Tree Preservation- 160 Lawrence Drive had 19" Maple removed as a result of construction. There are photos on file from ST-1 violations. K. Raschen suggests holding the tree preservation for this tree. All trees at the other three addresses are alive and healthy with no issues. 210 Concord was held an additional 2 years, and the trees are still alive. Motion to hold 160 Lawrence Drive, and release 185 Lawrence Drive, 160 Clover Avenue and 210 Concord Drive made by W.R. Comery, seconded by C. Hittel. All in Favor.

Tree Removals- PSEG/NG Gilbert agreed to assist with a total of 27 removals and have begun. These will be in the area of Aster Court, Clauss Avenue, Roosevelt Blvd, etc. They also will be finishing McKinley Boulevard and completing the last ash removal on Georgian Drive.

K. Raschen added that this area was shown to B. Goggin as part of their tour of Shade Tree locations and responsibilities.

Spring Tree Planting- Last meeting planting vacancies were discussed. There are about 390 trees to be re-planted at this time. With feedback from the commission K.R explained we can prepare for the bid, and plan to have a contractor plant anywhere from 200-250 trees depending on the commission's input. We will also have to dedicate employees to keeping these 300+ trees watered to help guarantee their success. The commission discussed possible ways to obtain a watering tank and a truck to mount it to.

Authorization to Pay Bills- Motion made by B. Keppler, seconded by C. Hittel. All in favor.

Assistant Superintendent's Report

Year End Reports- All reports have been submitted, except Tree Cities of the World which is not due yet.

ACRT Training- One employee went for the full certification course, and has passed. Our other tree climbers and foreman will be attending the re-certification course. All employees must be CPR certified in order to attend and certify. Again, this is a yearly required course for any employees working in close proximity to power lines.

NJ Tree Recovery Program/Seedling Give-A-Way – We have been contacted as in the past to be a distribution location for other local municipalities to pick up their seedlings. These seedlings are to give away to replace trees lost during Hurricane Sandy and are provided by the NJ Forestry Service.

We will be handing them out at Earth Day, any assistance at the event from one or two commission members would be greatly appreciated. It's a great day interacting with the residents. As of right now the date for Earth Day is April 30th 2023.

Chairman's Report-

New Business -

Utilized crane for removals at Sirianni Park that were 22 ft above what our bucket could reach. We also completed the ash removals in the cul-de-sac of Morningside Road with the usage of the crane. Letters were provided to the residents in the surrounding area to inform them of the work commencing over the two days in the park, and on Morningside Road.

Old Business-

Land Use-

Personnel-

Motion to adjourn meeting made by C. Hittel seconded by W.R. Comery. All in favor

BOARD OF SHADE TREE & PARKS COMMISSION MEETING

MEETING MINUTES

March 8, 2023

Present: J. Sexton, K. Raschen, D. Pries, M. Ivanicki, B. Keppler, C. Hittel, W. R. Comery, B. Goggin, J. Weber

Absent: D. Minervini, J. Quintana

D. Pries called the meeting to order at 7:03 p.m. and stated that this meeting of the Shade Tree & Parks Commission, as required, has been made public and posted at Borough Hall. Roll call was taken.

D. Pries requested a motion to approve last month's minutes. Motion made C. Hittel, seconded by B. Goggin. All in favor.

Superintendent's Report:

343 Elmwood Drive- Complaint letter from the resident is included in the commission packets for their review. K. Raschen explained that the resident initially reached out while the home was under construction to add a level to the home. It was requested the sycamore be trimmed and it was completed in August of 2022 to clear the backside for the addition, as requested. Another request came in for trimming, and K. Raschen explained we will be trimming all sycamores on Elmwood Drive during their dormant season, when the leaves are off of the tree. I do not provide dates, I explained it would be trimmed with all the other sycamores on Elmwood Drive. Addison Place, Thomas Drive, Fredrick Street have been completed. He is asking the commission to expedite his request. There are no hangers, no broken limbs, nothing critical, and was already trimmed as initially requested in August of 2022. Please let me know how you'd like to respond. W.R. Comery stated you cannot trim sycamores when they are in leaf due to severe irritants – must be dormant pruned. D. Pries stated to respond with "as time and man power dictates", which is what all residents are told. We handle all requests as quickly as we can.

631 Freeland Avenue- The resident has submitted previous removal requests. Requests for trimming were made in 2021, and completed. The resident requested the ISA evaluation be done on the catalpa town tree, which was completed. The resident sent an appeal, which the commission denied. He has reached out asking for removal at a reduced rate and included photos of seed pods in his yard. The email/letter containing their "final offer" and photos are included in commission packets for review. D. Pries researched the possible toxicity of the pods as this was one of the resident's concerns. Although many common plants could have toxins if ingested, the seed pods on Catalpa trees are not toxic. The Commission Policy is clear in that the ISA evaluated value of the

town tree must be paid prior to a permit for removal being issued. Motion to deny offer of a lower payment made by C. Hittel, seconded by M. Ivanicki. All in favor.

Tree Preservation- 15 Hemlock Drive – two town trees, one maple and one ash which was removed by Shade Tree and Parks due to the emerald ash borer. Motion to release made by W.R. Comery, seconded by B. Goggin. All in favor.

Shade Tree and Parks Update- K. Raschen attended the February 28th 2023 Mayor and Council meeting to discuss ash trees. Provided was the multiple EAB action plans sent to the Mayor and Council from 2015-2021, and requests for equipment, personnel, and budgeting for this environmental disaster.

Spring Tree Planting- 125-130 trees to be planted through the bid, the bid is being worked on and we are receiving quotes for the planting of these street trees. There is a new service berry tree we may try to source and plant – it has a strong central leader, flowers, and is a stronger mildew resistant crabapple. We try to keep plantings diverse to avoid another possible issue such as the emerald ash borer.

Authorization to Pay Bills- Motion made by M. Ivanicki, seconded by C. Hittel. All in favor.

Assistant Superintendent's Report

Spring Tree Planting Specs- the list of locations for the bid package is being prepared. We have approval for going out to bid, and have updated some of the paperwork/specs that are included for bidders as necessary.

Nursery Pruning- Our Tree Foreman spent a day at our nursery teaching our other employees directional pruning on our larger trees. The trees look great, and as does the nursery.

Chairman's Report-

New Business -

K. Raschen was asked to unlock gates in the area of the Sportsplex for Columbus Crossing Project. We were never included in any preconstruction meetings for this project. The plans have changed and the proposed building would prevent access to the Sportsplex garage, dumpsters, batting cages, etc. we are awaiting their new application at this time. This could greatly affect or prevent the July 4th fireworks yearly event.

Old Business-

Land Use-

Personnel-

Motion to adjourn meeting made by B. Goggin seconded by M. Ivanicki. All in favor

BOARD OF SHADE TREE & PARKS COMMISSION MEETING

MEETING MINUTES

April 12, 2023

Present: J. Sexton, K. Raschen, D. Pries, M. Ivanicki, B. Keppler, D. Minervini, C. Hittel, W. R. Comery, B. Goggin, J. Weber

Absent: J. Quintana

D. Pries called the meeting to order at 6:58 p.m. and stated that this meeting of the Shade Tree & Parks Commission, as required, has been made public and posted at Borough Hall. Roll call was taken.

D. Preis requested a motion to approve last month's minutes. Motion made B. Keppler, seconded by B. Goggin. All in favor.

Public:

Rich Siniscalchi – 15 King Road

Mr.Siniscalchi expressed concern regarding getting his tree stump removed. He worries that the roots will continue to grow and cause issues. D. Pries and W.R. Comery assured him that with the tree being cut down, the roots will not grow, and the stump will be ground as soon as possible. There is nothing for them to carry nutrients to, as the tree has been removed, it is dead. Mr.S thanked the commission for their time.

Superintendent's Report:

Tree Preservation- 573 Green Valley Road, 75 Birchwood Road – no issues at 573 Green Valley Road. 75 Birchwood Road paid restitution to remove the town tree – therefore there is no need to hold tree preservation as the tree is being removed. Motion to release both addresses made by B. Keppler, seconded by D. Minervini. All in favor.

Spring Tree Planting- We have taken delivery of our tree order and planting will begin as soon as possible.

Transplanting from Nursery- East Coast will be here Monday to begin transplanting larger trees from the nursery at various borough locations. There are 15 trees in total for this planting.

Authorization to Pay Bills- Motion made by D. Minervini, seconded by M. Ivanicki. All in favor.

Assistant Superintendent's Report

NJ Tree Recovery We have a good ongoing relationship with the NJ Forestry Service. We have been and will again be a distribution site for other municipalities to pick up their seedlings. All should be picked up before the 20th.

Arbor Day School Ceremony – a “wish tree” will be planted for Friday the 28th Arbor Day Ceremony. It will be done with the help of students.

Earth Day- Scheduled for 4/30/23- as in the past JS requested volunteers from the commission attend and help hand out seedlings to residents. The event goes from approx. 1-4 pm.

Chairman's Report-

New Business -

K. Raschen updated the commission on the recent meeting for the Columbus crossing project. There are multiple departments with issues that were not included in the initial meetings that took place over zoom during COVID. J. Weber asked if Shade Tree and PD have been included? K. Raschen stated they have only received conceptual plans in 2020 and still need updated information.

Old Business-

Land Use-

Personnel-

Motion to adjourn meeting made by W.R. Comery, seconded by D. Minervini. All in favor