

Long Hill Township Shade Tree Commission

Meeting Minutes

January 22, 2018

Attendees: Melanie Palmer Burdorf, Phyllis Fast, Susan Jeans, Peter O'Neill, Guy Piserchia (8:10), Gordon Redgate, and Mary DeLello (recorder).

Absent: Don Farnell, Phyllis Fast, Patrick Jones, and Paul Tamburri

Meeting called to order at 7:00 by Susan.

Susan moved to accept the November 27, 2018 meeting minutes, Melanie seconded, all in favor.

COMMISSION BUSINESS

1. **Treasurer's Report:** Balance is \$10,046.33. Leonard Ho has resigned from Long Hill Township. Nancy Malool is temporarily acting as CFO. Nancy mentioned to Susan that there was no documentation on the STC trust so all monies from developers goes in to the general fund. Peter will meet with Nancy to discuss. Guy will research if there is an ordinance establishing grant.

OLD BUSINESS

1. **Forestry Plan to be completed by Fall 2018**
 - a. Begin work and complete the first tree care web page to be added to the Township Web site and in coordination with the three CSIP activities above. **Phyllis will update website, Mary to distribute printout of current listing for STC from website.**
 - b. Develop the Township's approved, "trees for planting" listing to increase diversity and reduce sidewalk/utility conflicts. **Done**
 - i. **STC will refer to Walter's list in the future.**
 - c. Develop an annual Arbor Day Program with the elementary schools that includes a tree planting on school grounds. (CSIP# 4)
 - i. **Susan will pursue with Township and school board. Susan spoke to Guy and will speak to DPW to complete last year's proclamation and plaque placement on tree.**
 - d. Conduct a workshop to review and make recommendations to improve tree ordinances.
 - i. **Susan to give tree ordinance to Guy.**
 - e. Select and obtain CORE and CEU training for volunteers and staff needed to stay in full compliance with the Shade Tree and Community Forestry Act requirements.
 - i. **There is a Saturday session on May 5th in New Brunswick that Phyllis, Melanie, Susan, Paul and possibly Gordon due to attend.**
 - f. Inventory one of the four (4) Town Centers (CSIP #5) Community Forest Resources.
 - i. **Paul spoke to John Linson and he will complete Windshield Survey for \$3,000 to be done by Fall.**

NEW BUSINESS

1. Community Stewardship Incentive Program Grant Proposal Application – Commission reviewed application.

Meeting adjourned at 8:50 PM. Peter moved to adjourn the meeting, Susan seconded, all in favor.

►Next meeting: **Monday, February 26, 2018 at 7:00 PM at the Long Hill Township Library.**

Submitted by Mary DeLello, Recorder