

Long Hill Township Shade Tree Commission

Meeting Minutes

February 26, 2018

Attendees: Melanie Palmer Burdorf, Susan Jeans, Peter O'Neill, Gordon Redgate, Paul Tamburri, and Mary DeLello (recorder).

Absent: Don Farnell, Phyllis Fast, and Guy Piserchia

Meeting called to order at 7:10 by Susan.

Peter moved to accept the January 22, 2018 meeting minutes, Susan seconded, all in favor.

COMMISSION BUSINESS

1. **Treasurer's Report:** Balance is \$10,046.33. Ordinance 28-99 will be distributed via email by **Mary**.

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.**
 - b. Develop the Township's approved, "trees for planting" listing to increase diversity and reduce sidewalk/utility conflicts. **Done and brought to town hall.**
 - 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.**
 - d. Conduct a workshop to review and make recommendations to improve tree ordinances.
 - i. **Will need to wait until after windshield survey is done.**
 - 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, Peter and Gordon due to attend.**
 - f. Inventory one of the four (4) Town Centers (CSIP #5) Community Forest Resources.
 - i. Can be incorporated in Windshield Survey. Town center for Gillette can be done first. **Paul spoke to John Linson and he will complete Windshield Survey for \$3,000 to be done by Fall.**
2. Community Stewardship Incentive Program Grant Proposal (CSIP) Grant Application
 - a. **Need resumes and qualifications from Susan, Paul, and Tom Sweeney. Already have resume from John Linson.**
 - b. **Mary will enter information into 2018 application**

NEW BUSINESS

1. Spring Objectives (included in results of Windshield Survey)
 - a. Locations for tree planting
 - b. Updating Big Tree List
2. Challenge Grant in Spring
 - a. Challenge Grant article in newspaper – **Melanie**
 - b. **Melanie** will send info to Mary for Township website and newsletter.
 - c. **Susan** will look for a photo to go with articles
3. Susan nominated Paul to be vice-president – all in favor.
4. Tree City USA application to be completed.

Meeting adjourned at 8:05 PM. Peter moved to adjourn the meeting, Paul seconded, all in favor.

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

Submitted by Mary DeLello, Recorder