

MINUTES
PRINCETON SHADE TREE COMMISSION
Tuesday, February 25, 2014

The Regular Monthly Meeting of the Princeton Shade Tree Commission (PSTC) was convened at 5:30 p.m. on Tuesday, February 25, 2014 in Monument Hall. L. Krauss opened the meeting in accordance with the New Jersey Open Public Meetings Act, Section 5, Chapter 231, P.L. 275. In conformance with the requirements of the Law, Notice was provided of the date, time and location of this regular meeting by posting a copy of the adopted Schedule of Regular Meetings in the Monument Hall and Witherspoon Buildings, by mailing copies to the Trenton Times, Princeton Packet, and Town Topics and by filing a copy in the Office of Clerk of Princeton.

PRESENT: Sharon Ainsworth, Victoria Airgood, Joanne Diez, Pat Frawley,
Steve Hiltner, Lily Krauss, May Papastephanou, Janet Stern

ABSENT: Jenny Crumiller, Pam Machold

ALSO PRESENT: Greg O’Neil, Arborist/Open Space Manager
Janice Most, Secretary

MINUTES

P. Frawley questioned the content under Nominating Committee. In particular, the last statement – “This will be the only question asked.”

Action: J. Most will review the tape of the December 17, 2013 meeting to clarify.

L. Krauss moved to approve the Draft December 17, 2013 Minutes as presented and if an amendment is needed reapprove at the next regularly scheduled meeting. J. Stern seconded. The Motion passed unanimously.

BUDGET

G. O’Neil stated that due to end of year and the Finance Department switching to a new purchase order system budget information is not available at this time.

BUSINESS

Sustainable Jersey/Silver Certification for Princeton
Guest Speaker: Andrea Malcolm, Sustainable Princeton

G. O’Neil introduced Andrea Malcolm of Sustainable Princeton. A. Malcolm distributed the

Sustainable Princeton Fact Sheet and explained what Sustainable does as part of Princeton and distributed a Google Earth Map depicting the tree canopy in Princeton. Currently they are working on the Silver Certification Level effort with Sustainable New Jersey, a statewide organization. Currently there are 400 towns in New Jersey registered. Five action items need to be completed for trees/woodlands certification:

1. Community Forestry Plan and Canopy Goal (or Cover Goal)
2. Tree Hazard Inventory
3. Tree Maintenance Programs
4. Tree Planting Programs
5. Tree Assessment of Municipal Trees

Discussion ensued concerning the distributed canopy map, are wetlands included; areas to plant trees; keeping the canopy vital; what is the current canopy coverage; how is coverage calculated; frequency of updating; is the canopy coverage percentage included in the Management Plan; are tree size/height distinguishable.

Action: The Commission will provide a letter to Sustainable Princeton in regard to canopy coverage goals.

Educational Brochure

L. Krauss distributed THE FIELD; Structural Soil – Part 1. There was brief discussion of the article.

L. Krauss discussed the New Jersey Tree Recovery Program. Discussion ensued concerning the type of trees New Jersey Forestry will distribute and amounts.

Discussion ensued concerning the Shade Tree Commission Website; brochures and website versus informational public presentations.

Communiversality

Communiversality will be held on Sunday, April 27, 2014 from 1:00 p.m. – 6:00 p.m. Shade Tree will share a table with the Master Gardeners and will distribute tree saplings; and a flyer on how to plant a tree. It is the Shade Tree Commissions' turn to pay the fees. Contact for this event will be P. Frawley.

Leaf Composting

Via email, J. Crumiller distributed Leaves and Brush Numbers that was compiled for the Environmental Commission, also distributed was a Yard Waste Proposal document. L. Krauss stated

that leaf composting is not really a Shade Tree Commission issue, but rather that of the Director of Public Works. Discussion ensued concerning leaf mulching, educational programs and brochures for residents, types of container/bins and sizes that could be used; comingling of materials (G. O'Neil stated that brush, leaves, and grass cannot be comingled); coordinating with the town's leaf pick up schedule; manpower; types of equipment used to pick up leaves; costs of equipment; and, violations and violation notices. Yard waste will be on the March 25, 2014 Agenda.

Arbor Day

Arbor Day is Friday, April 25, 2014. This year activities will be at the Littlebrook School. L. Krauss explained the process for the event. Contact for this event will be J. Stern.

Scheduling of Ordinance Melding Meetings

Discussion ensued concerning the process of the Ordinance Melding meetings; alternatives to how it is being done; frequency of meetings. The next meetings will be held at 8:30 a.m. in the Monument Hall East Conference Room on the following dates: Tuesday, March 4, 2014; Wednesday, March 12, 2014; and, Wednesday, March 26, 2014.

REORGANIZATION

Election of Chairperson

P. Frawley stated everyone had been sent a ballot that should have been completed. There was discussion that Alternate Members vote only if a regular member is absent. G. O'Neil stated that even though P. Machold was absent, she did vote by proxy. S. Hiltner stated he was under the impression that the Nominating Committee was to come up with nominations and then there would discussion at this meeting. P. Frawley stated how the process would work. J. Diez suggested that each candidate give a short talk as to their objectives and perspectives before voting. S. Hiltner stated he wished to withdraw his candidacy for Chair. P. Frawley asked him if he wished to be considered for Vice Chair. S. Hiltner stated that was dependent upon who would be Chair and what the duties entailed. P. Frawley gave a brief overview of what the duties were of the Chair. The candidates are now L. Krauss and S. Ainsworth. Each candidate gave a brief summary of their ideas and the goals of the Commission. L. Krauss moved to vote. J. Stern seconded. The Motion passed unanimously. The ballots were given to J. Most to tally. J. Most and G. O'Neil left the room to tally the votes.

G. O'Neil announced the results: L. Krauss: two votes; S. Ainsworth: five votes. The new Chair will be S. Ainsworth.

Election of Vice Chair

Candidates for Vice Chair were L. Krauss and S. Hiltner. G. O'Neil stated that P. Machold did not vote for Vice Chair by Proxy so V. Airgood, Alternate 1 will vote. The ballots were given to J. Most to tally. J. Most and G. O'Neil left the room to tally the votes. G. O'Neil announced the results: L. Krauss: four votes; S. Hiltner: three votes. The new Vice Chair will be L. Krauss.

Designation of Secretary

P. Frawley nominated J. Most as Secretary. S. Hiltner seconded. The Motion passed by affirmation of all members present.

I-Tree

V. Airgood explained the I-Tree. Discussion ensued concerning budget; inventory; additional information needed.

25 Race Street

P. Frawley asked if a letter had been sent to the resident at 25 Race Street. G. O'Neil stated he spoke directly to the resident. The Commission asked if any commitments were made and G. O'Neil stated no but will grind the sidewalk.

ADJOURNMENT

At 7:35 p.m. P. Frawley moved to adjourn the meeting. S. Hiltner seconded. The Motion passed unanimously.

Submitted March 18, 2014
Janice S. Most

Adopted: March 25, 2014