

**City of Plainfield  
Shade Tree Commission  
Minutes of Meeting of May 28, 2014  
Library, City Hall  
515 Watching Avenue  
Plainfield, New Jersey 07060**

**1. Roll Call and Call to Order:** Chair Peter Simone called the meeting to order at 7:35p.m. Present were Mr. Simone, Mary Burgwinkle, David Frost, Oscar Riba and Jan Massey from the Commission. Tim Kirby was excused.

**2. Open Public Meeting Act:** Publication was handled by the Planning Department.

**3. Approval of Minutes:** The minutes of the April 23, 2014 meeting were approved by the commissioners.

**4. Shade Tree Commission Business Items:**

Arbor Day 2014

Mr. Simone remarked on the successful Arbor Day celebration held April 25th in Library Park. He thanked Ms. Burgwinkle for her organizational help, who in turn thanked John Louise in his absence. Ms. Burgwinkle distributed commemorative programs to the Commissioners for their files. STC has some nice pictures and a very nice article written by Bernice Paglia of Plainfield Plaintiff II to remind us of the event.

Shade Tree Commission 2014 Appointments: Mr. Simone advised that Mr. Will Cook, who had an interest in both Planning/Zoning and Shade Tree had decided to accept an assignment more related to Planning and would not be joining STC. Ms. Burgwinkle was appointed to the existing vacant position and Mr. Riba moved from Alternate 2 to Alternate 1. Mr. Riba has a candidate that may be interested and will follow-up.

Financial Report:

Greening of Union County and Shade Tree Commission budget

Mr. Simone reminded the Commissioners that we have received our \$12,005.00 rebate from Greening of Union County that will be held in a separate account. We requested a budget of \$27,600, and it appears to have been approved. Discussion ensued about allocation of budget spending. Commissioners would like to sponsor several lecture or other educational events for the community, possibly get some help in finishing the tree inventory required by our Community Forestry Management Plan, possibly devote some portion of the budget to tree maintenance/removal, and continue to plant a significant number of trees.

Greening of Union County 2014/Tree Selection/Site Selection

Mr. Simone previously asked for volunteers to scope out site selection for trees in the wards. Ms. Burgwinkle volunteered for Ward 1, Mr. Simone volunteered for Ward 2, Ms. Massey volunteered for Ward 3, Tim Kirby volunteered to share Ward 4 with Mr. Riba. He reminded us that this must be completed before the end of June, and he reminded us to use a previously circulated list of trees for planting to suggest species. On the list, the only species that has not been very successful is the Japanese Tree Lilac, and we are not likely to plant Ash or Oaks at this juncture due to Emerald Ash borer and Oak Leaf Scorch diseases. He remarked that we planted 130 trees last year at an average cost for purchase and planting of approx. \$184 per tree.

Plainfield STC Guest Speaker, Pam Zipse, "The Selection, Care & Planting of Young Trees"

On Saturday, June 21, 2014, STC will present a lecture event at Plainfield Public Library from 10:00 to Noon. Our speaker is certified NJ tree expert and Shade Tree Federation Core Trainer, Pam Zipse. Pam is charging

\$479, which STC will pay from our budget. The Library will waive room use and equipment fees, but we will pay \$50 to the projectionist from our budget as well. Pam will present the lecture with a Q&A planned on any tree topic. City Clerk Jalloh sent a Clerk Blast email with our flyer on Tuesday, May 27th. The event is on the City calendar, and will be added to the scrolling banners on the website two weeks before the event. Hard copies of the flyer have been delivered to the library, City Yard, and Planning Office. City Clerk's office will receive hard copies and Ms. Burgwinkle agreed to let the various neighborhood associations know about the event, as well as the local bloggers. The Anne Louise Davis room can hold 100 people and the event has been announced as first come, first served. STC members will be able to use this event for CEU credit. Our goal is to schedule at least one other lecture/outreach event this year, and we discussed involving the schools.

#### 2014 Roadway Improvement Projects (3rd St., Rock Avenue to Clinton Avenue/North Avenue Streetscape Improvement Grant)

Mr. Simone has spoken to Jackie from the road engineering firm. Road improvement will be done on 3rd Street from Rock Avenue to Clinton Avenue, and they will be taking down 1 tree and planting 8 as part of the project. Mr. Simone suggested Princeton Gingkos, a male cultivar known for its upright, narrow conical habit. For the North Avenue Streetscape Improvement Grant, STC will monitor plantings and try to preserve the existing Gingkos planted there.

Community Forestry Management Plan- During the discussion of the budget, the Commissioners discussed continued work on the tree inventory described in the CFMP. Ms. Burgwinkle also distributed pages from the CFMP that outlined the goals set for the STC by that 2011 Plan, along with a copy of our Shade Tree Ordinance from the Municipal Code. Each of the Commissioners was asked to review them for discussion at the June meeting.

#### NJ Shade Tree Federation Conference

Mr. Simone reminded us about the Annual Conference in October. He mentioned that a number of Commissioners have expressed an interest in attending for one full day, without staying over at the Crowne Plaza in Marlton.

#### Shade Tree Commission Website Design

Ms. Burgwinkle reported that she is working on placing pdfs of our meeting schedule, all minutes to date and our Arbor Day Program and flyer for the lecture on a CD that she will deliver to Planning for inclusion on our portion of the Planning website. Before the next meeting, she will draft a description of Shade Tree Commission to circulate before placing on the website.

#### Rutgers "NJ Agriculture Experiment Station" Courses

Mr. Simone told members that they should let him know if there is interest in any courses.

Meeting was adjourned at 8:33 p.m.

Next meeting is June 25, 2014.