

**City of Plainfield  
Shade Tree Commission  
Minutes of Regular Meeting of October 24, 2018 - 7:30 pm  
Plainfield City Hall, 515 Watchung Ave., Second Floor Conference Room  
Plainfield, New Jersey 07060**

**Regular Monthly Meeting:**

**Standing Agenda:**

**Call to Order and Roll Call:** The meeting was called to order at 7:36 p.m. Present were Mary Burgwinkle, Vanessa Doman, Barbara Spellmeyer, Oscar Riba and Ron Johnson. Holly Hoffman was excused.

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

**Minutes of September 26, 2018 Meeting:** Minutes were unanimously approved.

**CEU Count and Review:** As of this meeting, STC has 17 CEUs for the year, not including the USDA seminars attended with certificates outstanding. Ms. Doman and Ms. Spellmeyer attended NJ Shade Tree Federation Convention on 10-18 and 10-19. They earned 15 CEUs between them. STC's yearly requirement is 8 CEUs, so we are doing very well in being over compliant, and earning many of the CEUs for no cost.

**Budget uses this month:** NJ Shade Tree Federation Conference expenses for registration and hotel were expended, leaving \$28,428.66 for tree trimming.

**Business Agenda:**

**Greening of Union County:** Ms. Stefel has sent the final list of 30 planting locations for this fall's Greening of Union County planting to John Louise for site prep and to Union County. No word on date of planting.

**Removal/Replacement of 2016 Road Improvement Trees:** Replacement of dead trees was done on 11/2, although Gresham was not completed that day. Ms. Burgwinkle watched planting of one tree, then had appointments. Ms. Hoffman reported that there were volcanos of dirt and clay around some of the trees, and she and Ms. Burgwinkle went out to smooth the volcanos, water and place tree guards. We ran out of tree guards and discovered that we are down to 10, will need to order more. The ten need to be installed and more work done on the trees when it gets a little warmer.

**New Jersey Shade Tree Federation Conference:** The 93<sup>rd</sup> NJSTF conference held on 10/18 and 10/19/2018 at the Crowne Plaza in Cherry Hill was attended by Ms. Spellmeyer and Ms. Doman. They reported on the convention and brought back handouts (new right tree right place flyers and resource sheets, as well as pens and magnets). Ms. Doman did CORE Training one day and seminars one day and Ms. Spellmeyer did seminars. Both relayed that lanternfly is a real risk threatening New Jersey, among other news.

**TD Bank Tree Day:** Ms. Burgwinkle and Mr. Johnson reported that Tree Day was on 10/19/2018. Very short ceremony was held at Grace Episcopal Church, which served as HQ for volunteers. Cherry trees were planted by volunteer teams on E. 6<sup>th</sup> St. from Watchung down to past Arlington. Trees were also planted in other downtown locations. The event went reasonably smoothly, however, there were 30+ volunteers rather

than the expected 50 volunteers from TD Bank, and there were trees that did not get planted that day. Mr. Johnson called John Louise and asked for DPW assistance planting the remainder of the trees. Mr. Louise reported that Director Dabney needed a letter from Shade Tree Commission. Ms. Burgwinkle wrote a letter confirming that Shade Tree Commission had approved the project at its September meeting. Mr. Dabney requested a resolution, and Ms. Burgwinkle drafted a resolution to be voted on at this meeting and reported that she would forward it to Mr. Dabney with a second letter requesting that the trees be planted. The resolution was adopted by the Commission, an executed copy is attached.

#### **Discussion of Requests for Trees and maintenance/removal**

New 2019 request for two small trees from 734 Berkeley Avenue-Ms. Burgwinkle visited site, two large trees were recently removed from the only places in tree lawns where trees could be planted. She advised waiting a year to let the stump sites settle and the homeowners agreed.

New request for removal of dead tree from 966 Hillside Avenue-Ms. Burgwinkle reported this large dead oak to John Louise

New request for removal of dead tree from 728 E 7<sup>th</sup>-request for removal will be reported.

New request for removal of end of life damaged tree on E 6<sup>th</sup> St by Grace Church. Ms. Burgwinkle was shown an end of life tree in Grace Church ROW on E. Sixth. Large hole in base with horizontal crack moving up, crown dying due to wire pruning, leaning into street. Mr. Louise was asked to add to removal list.

New request for removal of trees at corner of Leland and Loraine Avenue. Trees were recently pruned really well by DPW. Trees are straight and crowns nicely shaped. Ms. Spellmeyer and Ms. Burgwinkle looked at the trees. Ms. Burgwinkle advised the homeowner that we could not recommend removal.

New request for removal of newly planted tree at 607 Park Avenue-Store that rents space on Park Ave. did not like the tree planted in the planting space in front of the store. Will continue to discuss.

**Other Business:** Ms. Burgwinkle has a list of locations and a list of vendors to call for tree trimming.

The meeting was adjourned at 8:35 pm.

The next meeting is scheduled for November 14, 2018 at 7:30 pm.

## **CITY OF PLAINFIELD SHADE TREE COMMISSION**

### **RESOLUTION**

**WHEREAS**, One of Shade Tree Commission's goals is to expand and maintain the City's tree resources; and

**WHEREAS**, at the April 24, 2018 Shade Tree Commission meeting, Commissioner Ronald Johnson announced that he had applied for a grant for tree planting in downtown Plainfield from TD Bank under the auspices of a non-profit that he founded, the Downtown Plainfield Alliance; and

**WHEREAS**, at the May 23, 2018 meeting of Shade Tree Commission Mr. Johnson advised that he had received a request for for more information from the granting source; and

**WHEREAS**, at the September 26, 2018 meeting of the Shade Tree Commission, Mr. Johnson advised that the grant had been approved for 86 trees and that a TD Bank Planting Day had been scheduled for October 19, 2018, and

**WHEREAS**, a motion was made at the Shade Tree Commission's 9/26/2018 meeting to approve the grant and actions of Mr. Johnson in obtaining it and the plantings as the result of the grant. The motion was made by Chair Mary Burgwinkle, seconded by Vanessa Doman and approved in a voice vote with no nays or abstentions. The following Commissioners were in attendance: Mary Burgwinkle, Vanessa Doman, Barbara Spellmeyer, Holly Hoffman and Ronald Johnson.

The above is a memorialization of the motion made at the 9/26/2018 meeting, and the resolution approved at the 10/24/2018 meeting.

Roll Call Vote Approving the Resolution:

Mary Burgwinkle-Yes

Vanessa Doman-Yes

Barbara Spellmeyer-Yes

Holly Hoffman-Did not vote (voted yes at 9/26/18 meeting but could not attend on 10/24/2018)

Ronald Johnson-yes



Mary Burgwinkle, Chair and Secretary

October 24, 2018