

City of Plainfield
Shade Tree Commission
Minutes of Regular Meeting of March 27, 2019, 7:30 pm
Plainfield City Hall, 515 Watchung Avenue, Second Floor Conference Room
Plainfield, New Jersey 07060

Standing Agenda:

1. **Call to Order and Roll Call:** The meeting was called to order at 7:40 pm. Present were Planning Liaison April Stefel, Vanessa Doman, Drue Doman, Holly Hoffman, Oscar Riba, and Barbara Spellmeyer.
2. **Open Public Meeting Act:** Publication was handled by the Planning Division.
3. **Approval of Minutes:** No February minutes were presented for approval because the February meeting was cancelled as a result of low attendance.
4. **Continuing Education Units:** At this point, the Commission has accumulated no CEU's. April Stefel will continue to forward all webinars to all members, who must collectively attend eight each year in order to remain in good standing. Members are free to choose the webinars that most interest them.
5. **Budget Uses this Month:** Not discussed.

Business Agenda:

1. **Arbor Day:** Barbara Spellmeyer exhibited photos of possible specimen trees for the 2019 Arbor Day Ceremony. The allée of London Plane trees on Cedarbrook Road was selected as this year's Specimen Tree.

Members debated whether to plant an Arbor Day tree this year, given the Commission's reduced membership. Barbara Spellmeyer suggested planting a cherry tree in the War Memorial Triangle across from the Crescent Avenue Church. After April Stefel explained that the Triangle was the property of the church, Barbara offered to contact Rev. Lynn Santulli for permission. She volunteered to contact the Plant Detectives company about possible specimen choices. The members resolved if Rev. Santulli declined the offer, they would replace the dead *Parrotia persica* in front of the Salvation Army building.

Oscar Riba offered to post a notice about Arbor Day on the City website, as well as to send out an invitation to the Rotary Club. He also offered to call John Louise about his involvement in the ceremony.

April Stefel volunteered to update the pamphlet for this year's ceremony. She also agreed to prepare the trifold on "How to Care for Your Street Tree" as well as the flier for children.

2. STC Budget: With regard to the 2019 budget, members debated whether to spend money on the pruning of existing trees, planting new trees, or some combination of both. Members decided to plant new trees, and proposed planting 20 trees per ward, for a total of 80. This total would also include resident requests for trees. April Stefel cautioned that a budget has not yet been finalized, but she reminded the Commission that Union County awards a 50-50 match on funds.

3. Tree Planting. Oscar Riba mentioned that the members will need to identify planting sites in their assigned wards, but because of recent departures from the membership, the Commission will need to wait until the arrival of new members before finalizing ward assignments.

Members acknowledged the need to identify sites by the end of May in order to secure trees in early June, before supplier stocks are depleted.

April Stefel said that she would be willing to oversee the planting of trees in the fall, after their delivery.

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4. Recruiting New Members. The Commission acknowledged the critical need to recruit new members and all agreed to assist in the recruitment effort.

5. New Chair Appointment: In response to the invitation extended to Oscar Riba, he accepted the position of Chair that Holly Hoffman is vacating. Barbara Spellmeyer moved to ratify his appointment, and Vanessa Doman seconded the motion. The vote in support was unanimous, with no abstentions.

6. Adjournment: The meeting was adjourned at 8:44 pm. Next meeting scheduled for April 26, 2019.