

# Delanco Shade Tree Commission

770 Coopertown Road- Delanco, NJ 08075

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## ***Delanco Shade Tree Commission***

### ***Agenda of Regular/Reorganization Meeting January 27, 2010***

#### ***Call to Order***

The meeting was called to order by Chairman Schmitt, at 7:10.

#### ***Flag Salute***

The flag salute was conducted by all present.

#### ***Sunshine Statement***

The Sunshine Statement was read aloud by Chairman Schmitt.

#### ***Roll Call***

Commission members present at this meeting were: Chairman Schmitt, Vice Chairman Taraschi, Mr. Matulewicz, Mr. Lacina, Mr. Atkinson, Mrs. Braun and Township Liaison Mrs. Hinkle.

Public Works Superintendent John Fenimore was also present.

#### ***Nomination for Chairman***

Mark Schmitt was nominated for Chairman by Mr. Matulewicz. This nomination was seconded by Mr. Lacina. The motion was carried unanimously with no abstentions.

#### ***Nomination for Vice Chairman***

Carl Taraschi was nominated for Vice Chairman by Mr. Atkinson. This nomination was seconded by Mr. Matulewicz. The motion was carried unanimously with no abstentions.

### ***Nomination for Secretary***

Marissa Braun was nominated for Secretary by Chairman Schmitt. This nomination was seconded by Mr. Matulewicz. The motion was carried unanimously with no abstentions.

### ***Motion for Commission Solicitor***

The motion was made to retain Doug Heinhold as Solicitor for the Commission by Mr. Matulewicz. The motion was seconded by Vice Chairman Taraschi. The motion was carried unanimously with no abstentions.

### ***Motion for Consultant to the Commission***

The motion was made to retain Kevin Scibilia as a Consultant to the Commission by Mr. Lacina. The motion was seconded by Chairman Schmitt. The motion was carried unanimously with no abstentions.

### ***Approval of minutes from Regular Meeting of October 28, 2009***

A motion to approve the minutes from the Regular Meeting of October 28, 2009 was put on hold until the February meeting as they were not available.

### ***Public Forum***

Mr. Fenimore was in attendance to raise concerns about the present way that information is being passed between the Commission and the Public Works Department. He wants to be able to remove trees that he feels are a safety concern without going through the Commission. He is also having difficulty keeping track of tree removal/trimming orders that are coming into his office. Chairman Schmitt proposed the use of an Excel spreadsheet that would be available to both the Commission and Public Works to help organize and track requests. Mr. Fenimore agreed to keep an inventory of the removals that Public Works completes and share that list with the Commission via email. Mr. Matulewicz also proposed that the Commission could make things more efficient by utilizing a 14 day turnaround time with the goal of discussion on tree requests by 30 days.

Mr. Fenimore also requested that if the budget would allow, he would like Paul May to come in and give some of the Public Works employees a lesson in tree trimming.

### ***Old Work***

## ***Cool Cities***

A discussion on the first phase of planting and suggestions for the remaining planting was planned but the Commission was notified that the Cool Cities project had been suspended until further notice.

Mrs. Hinkle requested a copy of the 2010 Shade Tree Commission budget.

A request for a tree had been made by Mr. Trout on Richards Ave. Chairman Schmitt said he would look into the budget to see if it was possible to fulfill that request as part of the planting project for this year. Chairman Schmitt would like to plant a total of 6 trees this year as part of the project. Mr. Matulewicz proposed the addition of signs at the entrance of town by the train station and taking another look at West Ave. to see if 2 more trees could be added there. Mr. Atkinson suggested that if new trees are to be planted, then to locate them on the other end of town near Walters and Washington.

## ***401 Ash***

Mr. Atkinson stated that he would inspect the trees and follow up via email. In his email, he commented that the 2 trees on the Franklin side had already been removed, but that there was still some concern over other trees on the property that may need to be removed down the line.

## ***1006 Hickory***

Mr. Atkinson inspected the large Oak in the back corner of the property near Oakford, and reported that as of October it appeared to be fine and was not a hazard.

## ***210 Holly***

Chairman Schmitt inspected the tree and determined that it was dead. A removal request was submitted to Public Works.

It was reported that both 718 Hickory and 801 Second were submitted to Public Works for trimming and 300 Magnolia had been removed with the exception of the stump.

## ***New Work***

### ***Wilkins- 535 Franklin Street***

Homeowner requests trimming of a tree in front of the neighbor's house on the right side. The request states that the branches are growing into her yard and are leaning on the power lines.

This case was assigned to Mr. Atkinson and Mr. Matulewicz.

### ***Morris- 424 Kansas Avenue***

Homeowner requests the removal of the cherry tree on the left corner of the property. The homeowner believes that the tree is dead. This case was assigned to Vice Chairman Taraschi.

### ***Thomas- 635 Laurel Street***

Homeowner states that the tree in front of his house has been trimmed on many occasions, but that he would like for it to be removed. The email reports that he believes the tree is dead and is angry because the branches are falling on the cars parked in the driveway. This case was assigned to Mr. Matulewicz and Chairman Schmitt.

### ***Denton (Land Engineering & Surveying Co., Inc.)- 11 Tieman Circle***

The developer would like to remove the tree located on the southwest corner of the property. He feels that the tree is dying and is being significantly damaged by a very large vine. The tree is indicated on approved plans and specifically cited to be saved. This case was assigned to Vice Chairman Taraschi.

### ***Open Forum***

Mr. Matulewicz acquired the paperwork for a grant from the New Jersey Community Stewardship Incentive Program. His intention was to try and submit the application before the impending deadline in order to obtain money from the state with the idea of utilizing the money for tree maintenance and tree removal assistance for the Public Works Department.

Mr. Matulewicz also stated that he was going to handle the training of the Commission for 2010.

### ***Correspondence***

Correspondence for the Chairman from The Division of Parks and Forestry and Todd Wyckoff, Assistant Regional Forester was received. The letter outlines changes for 2010 as it pertains to the New Jersey Shade Tree and the Community Forestry Assistance Act. There will be an increase in the overall number of CSIP Practices from 13 to 15. In addition, The Community Forestry Management Plan submission must also now be made electronically along with the normal two signed copies already required.

The Commission also received the Affidavit of Publication from the Courier-Post for the public notice of meeting times for the 2010 year.

## ***Adjournment***

Motion to adjourn was made by Mr. Matulewicz, and seconded by Mr. Atkinson. The motion carried unanimously with no abstentions.

The meeting adjourned at 8:12pm.