



Delanco Shade Tree Commission

***Minutes of Regular Meeting
September 26, 2007***

Call to Order

The meeting was called to order by Chairman Matulewicz at 7:10 PM.

Flag Salute

The flag salute was conducted by Commission member and guests.

Sunshine Statement

The Sunshine Statement was read aloud by Chairman Matulewicz.

Roll Call

Commission members present at this meeting were: Chairman Matulewicz, Mr. Hamlin, Mr. Taraschi, and Mrs. Towell.

Township Liaison, Mrs. Hinkle was also present.

Approval of Minutes from Regular Meeting of August 22, 2007.

Motion to approve the minutes from the regular meeting of August 22, 2007 was made by Mr. Hamlin, and seconded by Mrs. Towell.

The motion carried with Chairman Matulewicz, Mr. Hamlin, and Mrs. Towell voting to approve the minutes, and Mr. Taraschi abstaining from the vote.

Public Forum

Mr. Frank Klare and Mr. Jack Haefle of the Newton's Landing Homeowners Association were in attendance. They report that they are in receipt of Mr. Scibilia's recommendations for trees that are in need of pruning, or replacement at Newton's Landing. According to Mr. Klare, the Builder (Pultie) reports this work completed, while he and Mr. Haefle agree that the work has not been completed. A survey of the questionable trees was compiled by Mr. Scibilia, and forwarded to Mr. Klare for review. Chairman Matulewicz has no objection to this list being forwarded to Pultie (the builder) as it is a public document. Mr.

Taraschi stated that the Builder should complete the work on the 'punch list'. Mr. Klare asked if members of the Commission would conduct a walking tour through the development after the Builder completes the work. Chairman Matulewicz replied in the affirmative.

Mr. Haefle stated that the 'punch list' was supposed to have been completed in June, after which he stated that he walked around Pennington Court. He stated that he observed attempts made to prune, and remove staking and wiring, but that no trees have been replaced. Mr. Haefle stated that he thinks the Builder will plant new trees in the winter time. He was concerned that the irrigation will be turned off at that time, and that the trees may not receive enough water to thrive. A discussion of preferable times for planting followed.

Mr. Haefle reports that a replacement tree he received is now dead. There was a discussion between the Commission, Mr. Klare and Mr. Haefle regarding previous punch lists. He said that when he compared previous 'punch lists' they did not agree. He reports two of the three trees on his property need replacement. He states that all issues have been addressed the 'Township's satisfaction."

There was a discussion of the Commission's jurisdiction, i.e., that responsibility for common areas, and private property would fall on the Builder. There was also a discussion of who would pay for trees not in the Commission's jurisdiction. It was suggested that these matters be addressed to Cathy Elliot of Birdsall Engineering, or to Glackin, Thomas, Panzak, the landscape planners for Pultie.

There was a discussion of trees in public and Township areas and corresponding areas of responsibility. The blueprints for the landscaping were also reviewed.

Mrs. Pywell, of 509 Orchard Street was also present at this meeting. She stated that she submitted a request for the tree in front of her residence over a year ago, and that to date, there has been no action taken. Mrs. Towell checked her records and reported that the tree in question had been sent to Public Works for action on February 28, 2007. Mrs. Pywell was concerned as she received a letter from her insurance company threatening coverage cancellation if this issue was not addressed. Chairman Matulewicz directed Mrs. Towell to send a letter to Mrs. Pywell's insurance company advising them of the situation. Mrs. Pywell agreed to deliver a copy of the insurance company letter to Mrs. Towell for confirmation and a reply.

Old Work

O'Sullivan -511 Ash Street. - Chairman Matulewicz

The homeowner's request reads: "Tree is dying & dropping limbs on truck." This case was assigned to Chairman Matulewicz.

Chairman Matulewicz reports this Sweet Gum as being in decline and recommends removal. The Commission unanimously voted to send this specimen to Public Works for removal.

New Work

Klinger - 509 Buttonwood Street

This request reads: "I just need a couple of limbs trimmed that hang into yard on one tree." The request states that the tree is in the alley behind the residence. This case was assigned to Chairman Matulewicz.

Mullen - 8 John Street

Homeowner's request states no reason for request. As to location and type of tree, the request reads: "Maple tree/side street near dead end." This case was assigned to Mr. Taraschi.

Snyder - 405 Maple Street

Homeowner's request reads: "This tree has been shedding leaves since July. We had someone look at it - and with the holes in the tree it has bores. Would like someone to look at it soon. Norway Maple - curb at 405 Maple Ave." This case was assigned to Mr. Hamlin.

Correspondence

Mrs. Towell sent Mrs. DiSibio the approved meeting minutes for June and July 2007, and an updated list of trees forwarded to Public Works for action.

Postcards were sent to Mr. Trimble, Mrs. Palm, and Mr. Fink advising them of the Commission's decision in their cases.

An updated list of trees was sent to Mr. Fenimore.

Letter to Paul's tree service has been drafted and is ready for approval. This item was deferred until June and Chairman Matulewicz asked Mrs. Towell to re-send the letter to him. This item was tabled until September. Chairman Matulewicz has finished this letter and asked Mrs. Towell to print and mail it.

The letter regarding the proposed ordinance is ready for the Chairman's signature. This letter was signed and placed in the mailboxes of Mr. Corcoran, and Mayor Oullette. This letter was also reviewed by the Commission.

Open Forum

We are still in need of a measurement at the Farko residence on Second Street (Chairman Matulewicz and Vice Chairman Schmitt to check).

The Karaskas complaint.

"Most Magnificent" Plaque. Mrs. Towell needs to send this out for bids.

Mission Statement. Mrs. Towell created a first draft of a mission statement and distributed it to all Commission Members and Mrs. Hinkle for their review and input. Chairman Matulewicz asked Mrs. Towell to re-send this to Commission members with the minutes.

Mrs. Towell reports that maintenance of Streetscape Phase II trees has been done by the builder, Think Pavers.

Chairman Matulewicz reports that the Principal of The Walnut Street School will plant 3 European Hornbeams on the Burlington Avenue side of the school.

The Tree City Application was discussed, as was a resolution recognizing Arbor Day and a possible planting at the Walnut Street School. Chairman Matulewicz said he would contact Mr. Livingood with regard to this matter.

Chairman Matulewicz reported Mr. Scibilia will complete the inventory before the end of October. He stated that with the completed survey, the Commission will be able to fill out new grant applications. He also said that our second five year management plan will be due in 2008.

Mr. Hamlin said that he would be able to attend the NJ Shade Tree Annual Meeting on Saturday, October 27 for CORE training. Mrs. Towell said she would email Vice Chairman Schmitt to see if he would like to attend. Mrs. Hinkle said she would ask Mr. Fenimore of Public Works if he, or any of his men would like to attend, and will email Mrs. Towell with an answer.


The Budget was reviewed. Chairman Matulewicz asked Mrs. Hinkle why the Commission was charged for the survey at the Mansion. Mrs. Hinkle said she would look in to the charge.

There was a discussion Community Forestry Management and CORE training, and credits needed for the Commission to retain its certification.

Adjournment

A motion to adjourn was made by Chairman Matulewicz, and seconded by Mrs. Towell. The motion carried unanimously with no abstentions. The meeting was adjourned at 8:05 PM.

Minutes prepared by:



(Electronic Signature)

Barbara Towell, Secretary

Delanco Shade Tree Commission

