

**CRANBURY TOWNSHIP
SHADE TREE COMMISSION**

MINUTES

September 7, 2023

The regular meeting of the Cranbury Township Shade Tree Commission was held in Town Hall, 23A North Main Street, Cranbury, New Jersey on September 7, 2023 at 10:00 a.m.

CALL TO ORDER

With a quorum present, Ms. Kathy Easton, called the meeting to order at 10:00 a.m., and Scout Beyer acted as the Recording Secretary.

STATEMENT OF ADEQUATE NOTICE

Pursuant to the Sunshine Law, adequate notice in accordance with the Open Public Meetings Act (N.J.S.A. 10:4-6) was provided on January 6, 2023, of this meeting's date, time and place, and the agenda was communicated to the news media, posted on the Township bulletin board, mailed to those requesting personal notice, and filed with the Municipal Clerk.

MEMBERS IN ATTENDANCE

Kathy Easton, Jackie Johnson, Bonnie Larson and Marilee Nissen were present. Jessica Irons was excused.

NONMEMBERS IN ATTENDANCE

Dr. Barabara Rogers, Township Committee liaison

MINUTES

The Minutes of the June 1, 2023 meeting were reviewed. On a motion by Ms. Easton and seconded by Ms. Johnson, the June 1, 2023 Minutes were approved by a voice vote of all members present at the meeting.

OLD BUSINESS

Community Forestry Management Plan (CFMP)

Volunteer Work Hours – For the June 1, 2023 to September 7, 2023 time period, STC members reported the following volunteer hours (including 1.25 hours for today's meeting): Ms. Easton – 50.25 hours (1.0 CEU, 49.25 Regular); Ms. Johnson – 13.5 hours (1.0 CEU, 12.5 Regular), Ms. Larson – 5.25 hours (1.0 CEU, 4.25 Regular) and Ms. Nissen – 1.25 hours (no CEU's).

Status of "Do Not Plant" and Recommended Tree Exhibit Lists

Ms. Easton reported that the "Do Not Plant" list has no new updates. New plants are to be added based off of new legislation. The Commission anticipates on revamping the "Do Not Plant" and "Recommended Trees" lists pending adoption of the new legislation.

Spotted Lanternfly Management in Village Park

Ms. Easton reported that she is obtaining quotes for the removal of current ailanthus trees and herbicide treatment.

Tree Inventory

Ms. Easton reported that the first part of the survey is almost complete by SaveATree. She anticipates the report to be available in fall 2023.

Tree Protection Ordinance

Ms. Easton reported on receiving comments from the Township Attorney and the Township Administrator. She requested members mark their calendars for an anticipated Work Session Meeting in September 2023 to review the comments and finalize the ordinance to present to the Township Committee. The Commission agreed to meet at an anticipated Work Session meeting after participating in an upcoming webinar presented by the New Jersey Shade Tree Federation regarding the tree protection ordinance.

NEW BUSINESS

Cranbury Day

Ms. Easton and Ms. Nissen will attend Cranbury Day and provide informational handouts to the public.

2024 Meeting Dates

The Commission reviewed the proposed 2024 schedule. All members present were in agreement.

NJ Shade Tree Federation Annual Conference

Ms. Easton confirmed her and Ms. Johnson's anticipated attendance at the conference. They will report back to the Commission any pertinent information.

Memorial Tree for Patrick Meehan (gift)

Ms. Easton reported friends and neighbors of Mr. Meehan contacted her to have a native tree planted in memory of him. She will coordinate with the group regarding the type of tree and location. She additionally reported on replacing the Tom Weidner magnolia tree at Heritage Park due to damage caused by deer. Ms. Easton also reported that she is waiting on quotes for tree pruning for Heritage and Village Parks.

Tree Maintenance

Ms. Nissen reported that she will contact a vendor she used regarding root ball maintenance.

Tree Inquiries

Ms. Easton summarized a list of inquiries she received since the June 1, 2023 meeting.

Member Reports

Ms. Easton reported on the tree roots effected by the installation of the Village Park walking trail. She additionally reported on the quick turnaround for the grant application the Commission was interested in applying for being too tight for members to work on it accordingly. Ms. Larson reported on dead trees located on South Main Street. Ms. Easton will report these to the Department of Public Works.

Summary of "To Do" Action Items

All

Provide comments to the Tree Protection Ordinance
Attend the proposed Work Session meeting

Ms. Easton

Request quotes for ailanthus tree removal at Village Park and pruning at Heritage and Village Parks

Contact Mr. Meehan's family regarding a memorial tree and placement
Attend the NJ Shade Tree Federation Annual Conference
Report dead trees along South Main Street to DPW
Attend Cranbury Day with Ms. Nissen

Ms. Johnson

Attend the NJ Shade Tree Federation Annual Conference
Attend the Tree Protection Ordinance webinar hosted by NJ Shade Tree Federation
Work on the "Do Not Plant" List

Ms. Larson

Attend Township Committee meetings
Attend the Tree Protection Ordinance webinar hosted by NJ Shade Tree Federation

Ms. Nissen

Attend Cranbury Day with Ms. Easton
Contact previously used vendor for root maintenance quotes

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT OF MEETING

There being no further business, motion duly made by Ms. Easton, seconded by Ms. Larson and unanimously carried, the meeting was thereupon adjourned at 11:17 a.m.

CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify that I am the duly appointed Recording Secretary of the Township of Cranbury Shade Tree Commission, and that this document, consisting of three (3) pages, constitutes a true and correct copy of the minutes of the monthly meeting held on September 7, 2023.

Scout Beyer

Scout Beyer
Board Secretary