

CRANBURY TOWNSHIP SHADE TREE COMMISSION

MINUTES

November 3, 2022

The regular meeting of the Cranbury Township Shade Tree Commission was held in Town Hall, 23A North Main Street, Cranbury, New Jersey on November 3, 2022 at 10:00 a.m.

CALL TO ORDER

With a quorum present, Ms. Kathy Easton, Chair, 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 5, 2022, updated on August 12, 2022, 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, Jessica Irons, Jackie Johnson and Bonnie Larson were present. Lee Nissan was absent.

NONMEMBERS IN ATTENDANCE

Ms. Eman El-Badawi, Township Liaison

MINUTES

The Minutes of the September 8, 2022 meeting were reviewed. On a motion by Ms. Johnson and seconded by Ms. Easton, the September 8, 2022 Minutes were approved by a voice vote of all members present at the meeting, with the exception of Ms. Larson who abstained.

OLD BUSINESS

Community Forestry Management Plan (CFMP)

Volunteer Work Hours – For the September 8th to November 3rd time period, STC members reported the following volunteer hours (including 1.0 hours for today's meeting): Ms. Easton – 31.5 hours; Ms. Johnson – 14.0 (5.0 Continuing Education); Ms. Larson – 5.0 hours and Ms. Irons – 25.0 hours (4.0 Continuing Education). Ms. Easton reported 8.0 hours on behalf of Ms. Nissan.

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

Ms. Easton reported that the list requires a thorough, final edit, prior to distribution. Ms. Johnson and Ms. Easton anticipate completion by the February 2023 meeting.

Spotted Lanternfly Management in Village Park

Ms. Easton reported on a notice received by New Jersey Urban & Community Forestry as to spotted lantern fly maintenance. She reported that she is waiting on quotes for Tree of Heaven removal and treatment in Village Park. She provided an update to tree removal and SLF maintenance at Village Park.

Cranbury 325th Anniversary – Fall Walk Event

Ms. Easton reported on the success of the Fall Walk event at Heritage Park. Ms. Easton discussed turning it into a biannual event for spring and fall and rotating between the parks.

Tree Inventory

Ms. Easton reported on the development of a Request for Quotation for tree inventory for the west of Route 130 section of the Township, excluding parks and Four Seasons as Four Seasons already has a tree inventory list established. Ms. Easton reported on a potential matching grant through the State that she anticipates applying for.

Heritage Tree Ordinance

Ms. Easton will request to meet with the Township Planner, through Township Administrator's approval, to finalize the ordinance with Ms. Irons.

NEW BUSINESS

Cranbury Day

Ms. Easton reported on the success of Cranbury Day was. She thanked Ms. Irons and Ms. Lee for their volunteer hours. She commended Ms. Lee's "Do Not Plant" poster that the public seemed very interested in.

2023 Meeting Dates

The Shade Tree Commission reviewed the proposed 2023 schedule. All members present were in agreement.

2023 Budget

The Shade Tree Commission reviewed the proposed 2023 budget. Ms. Easton explained the budget request process to the members. All members present were in agreement to request the same amount as 2022 for 2023.

NJ Shade Tree Federation Annual Conference

Ms. Johnson summarized her attendance at the New Jersey Shade Tree Federation Annual Conference. Ms. Irons additionally summarized her attendance at the New Jersey Invasive Species Conference.

Tree City USA Annual Accomplishments Report

Ms. Easton reported that she will work with Ms. Beyer for 2022/2023 application.

Commission Member Term Expirations

Ms. Easton discussed term expirations with the applicable Shade Tree Commission members. The Shade Tree recommendations will be provided to the Township Committee.

Tree Maintenance

Ms. Easton will consult with the Parks Commission regarding tree and shrub maintenance at the Lion's Circle located at Millstone Park.

Tree Inquiries

Ms. Easton reported that she has not received any new tree inquiries. Ms. Larson reported on dead trees along South Main Street. Ms. Easton to follow-up with the Department of Public Works. Ms. Larson additionally reported on stump removal in Village Park. Ms. Irons reported on poison ivy growth along Old Trenton Road and South Main Street. Ms. Easton requested Ms. Irons to email her, Jerry Thorne of DPW and Ms. El-Badawi regarding the location of the poison ivy.

Member Reports

No additional items to be reported.

Summary of "To Do" Action Items

Ms. Easton

- Exhibit Lists and "Do Not Plant" List
- Tree Inventory Bids
- Heritage Tree Ordinance
- Attend Parks Commission Meeting
- Proposed list of shrubbery for Lion's Circle at Millstone Park and at Heritage Park

Ms. Irons

- Tree inventory Bids and Grant Application
- Heritage Tree Ordinance
- Contact Rosa Yu for In-House Workshop(s)
- Poison Ivy photograph and email to Ms. Easton, Mr. Thorne and Ms. El-Badawi

Ms. Johnson

- Exhibit Lists and "Do Not Plant" List
- Tree Inventory Bids and Grant Application
- Check on Young Tree Stakes

Ms. Larson

- Attend Township Committee meetings

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT OF MEETING

There being no further business, motion duly made by Ms. Easton, seconded by Ms. Johnson and unanimously carried, the meeting was thereupon adjourned at 11:09 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 November 3, 2022.

Scout Beyer
Scout Beyer
Board Secretary