

Minutes of the Regular Meeting of the Morris Plains Shade Tree Commission held on November 5, 2014 at 2:00 p.m. in the Borough Chambers. Present at roll call were:

Present: Mrs. Margaret Law
Mr. Donald Salerno, Vice Chairman
Mr. Lawrence Travaglia
Mr. Lloyd Williams, Chairman

Councilwoman Laurie Fu
Mr. Dave Dubee

Absent: Mr. C. David Visscher

PLEDGE OF ALLEGIANCE

The meeting was called to order by Mr. Williams. Mr. Williams stated that adequate notice of this meeting has been published and posted in accordance with Chapter 231 of the Public Law of 1975, "Open Public Meetings Act."

The Commission Secretary advised that the budget amount indicated on the meeting agenda is incorrect. The correct amount is \$4,071.59.

APPROVAL OF MINUTES

Mr. Salerno moved that the minutes of the Commission's October 1, 2014 Regular Meeting be approved as circulated, seconded by Mrs. Law. Voice vote. All in favor.
Motion carried.

COMMENTS FROM THE PUBLIC

Mr. Williams opened the meeting to the public to speak on matters other than those on the agenda. Hearing none, he closed this portion of the meeting to the public.

Mr. Williams noted that there had been two individuals in the public seating area, but they are no longer there.

Councilwoman Fu advised they left since their question about when a tree would be planted was answered. She told them there is no firm date yet, but it should be very soon. She also commented on trees being replaced at Roberts Garden; several trees had died there. They were not Shade Tree Commission-planted trees.

FORESTER'S REPORT

18 Academy Road – Forester state (1) 12"-24" tree needs to be pruned.

11 Maple Avenue – Forester stated that (1) 24"-36" tree needs to be pruned.

2 Greenwood Road – Forester stated (1) 24"-36" needs to be pruned, he also stated that (1) 24"-36" tree at 8 Greenwood Rd, (2) 12"-24" at 17 Greenwood Rd., (2) 12"-24" at 22 Greenwood Road and (3) 12"-24" at 32 Greenwood Rd. need to be pruned. Mr.

Dubee commented that there are many more trees in this area and on Briarcliff Road that need pruning.

12 Juniper Road – Forester stated that (1) 12”-24”-and (1) 24”—36” trees need to be pruned.

35 Sun Valley Way – Forester stated that (1) 36”+ tree needs to be pruned.

66 Mountain Way - Forester stated that (1) 12”-24” needs to be pruned. Tree is located on Burch Drive side.

168 Mountain Way – Forester stated that (1) 12”-24” w/stump be taken down.

The Forester and the Commission members prioritized the work that needs to be done, discussing the reasons why each tree should either be taken care of now or are ones where the work can be delayed into 2015. This discussion also included considering which trees could probably be handled by the Department of Public Works (DPW).

The consensus of the Commission members was to consider doing whatever work can be done up to roughly the amount of funding remaining in the budget.

Mr. Salerno moved that the Commission move and authorize up to \$4,000 for work to be done as discussed at this meeting, seconded by Mrs. Law. Voice vote. All in favor.
Motion carried.

COMMUNICATIONS

Mr. Williams advised of a letter from the resident at 146 Granniss Avenue who is very pleased that a tree will be planted at this site. The resident is requesting a Cherry tree be planted if possible.

Cross discussion about some question as to one or more locations where trees will be planted as well as locations where residents are requesting that trees be planted.

Mr. Williams will contact the resident regarding this request.

OLD BUSINESS

Mr. Williams advised that the trees for the fall planting have been ordered. Some changes needed to be made at the request of the vendor and Mr. Williams discussed these changes with the vendor to ensure they were acceptable.

Councilwoman Fu added there were 16 trees that were not available, including Sugar Maple trees. These trees were replaced with other varieties that were available, such as Cherry and Lilac and several Red Maples (that could be safely planted at the designated locations).

Mr. Williams explained that all the trees to be planted in parks have been staked out. The stakes need to be checked periodically since some blow down due to the wind or rain affects them, among other reasons.

Mr. Williams advised about his and Councilwoman Fu's attendance at the annual Shade Tree meeting held recently in Cherry Hill, New Jersey and some of the issues discussed at this conference, including the problem posed by the ash beetle. The very strong recommendation regarding trees that become infected with the beetle is to either treat them or remove them.

Cross discussion about any plan there may be to address any trees that fall victim to this beetle.

Mr. Williams suggested that it may be good idea for him and Mr. Dubee to take a ride around the Borough to do a check on any trees that may currently be affected by this beetle.

Mr. Dubee agreed this was a good idea, and plans will be made to conduct this tour.

Councilwoman Fu suggested including an article on this potential problem in the next issue of *Plains Talk*, including what an Ash tree looks like and what to do if a resident(s) believe any of their trees have this problem.

Cross discussion about the overall issue relating to the possible threat to Ash trees in the Borough, including past treatments done to Borough Ash trees; that this disease has been detected in Chatham and in Bridgewater, prior problems stayed in Bucks County and Orange County and never got to New Jersey; that many if not most Ash trees affected with this disease die; problems with taking down Ash trees that have died due to their brittleness; identification characteristics of Ash trees; other beetles that have had an impact on trees; and that this disease affects both the Green and White Ash trees.

Councilwoman Fu asked Mr. Dubee if he would be willing to review an article for publication in *Plains Talk* prior to its being published.

Mr. Dubee stated he will be happy to review it.

Councilwoman Fu advised that John Signorelli from DPW also attended this core training program.

NEW BUSINESS

There was discussion about the Honeywell landscaping plans.

The Commission Secretary advised that Honeywell is scheduled to appear before the Planning Board on November 17, 2014.

Mr. Williams stated the plans indicate that 72 trees will be provided by the Shade Tree Commission. There is more to the plan Honeywell submitted than just the 72 trees.

Mr. Salerno added that on the plans these trees are not located within the right-of-way. He actually measured the roadway. There are also monument markers along the

roadway. A response is needed to these plans. He provided additional details of what the plans show. He also commented on an earlier discussion about planting Pear trees along Route 53. This was mentioned to Johnson & Johnson, and they agreed and the trees were planted.

Councilwoman Fu commented that there may be a misunderstanding concerning some of what these landscaping plans show. She suggested that trees currently designated elsewhere (Community Park) could be switched over to being planted in the right-of-way at Honeywell along Route 53. Honeywell will be planting many trees and shrubs, and the plan appears to be quite nice.

Mr. Salerno stated he believes a letter should be written to Honeywell in response to their landscaping plans that advises the Commission is agreeable to planting trees within the municipal rights-of-way, not on private property.

Councilwoman Fu announced she will be taking a photograph of the Commission that will be placed in the time next capsule.

There being no further business, Mr. Travaglia moved the meeting be adjourned, seconded by Mr. Travaglia. Voice vote. All in favor. **Motion carried.**

Karen M. Coffey
Commission Secretary

Maureen Sullivan
Recording Secretary

Minutes of the Regular Meeting of the Morris Plains Shade Tree Commission held on October 1, 2014 at 7:00 p.m. in the Borough Chambers. Present at roll call were:

Present: Mrs. Margaret Law
Mr. Donald Salerno, Vice Chairman
Mr. Lawrence Travaglia
Mr. Lloyd Williams, Chairman
Councilwoman Laurie Fu

Absent: Mr. C. David Visscher
Mr. Dave Dubee, Forester

PLEDGE OF ALLEGIANCE

The meeting was called to order by Mr. Williams. Mr. Williams stated that adequate notice of this meeting has been published and posted in accordance with Chapter 231 of the Public Law of 1975, "Open Public Meetings Act."

APPROVAL OF MINUTES

Mr. Travaglia moved that the minutes of the Commission's September 11, 2014 Regular Meeting be approved as circulated, seconded by Mrs. Law. Voice vote. All in favor.
Motion carried.

COMMENTS FROM THE PUBLIC

Mr. Williams opened the meeting to the public to speak on matters other than those on the agenda. Hearing none, he closed this portion of the meeting to the public.

BUDGET

Mr. Williams advised there is approximately \$6,361.00 remaining in the budget at this point.

Mr. Williams advised that Mayor Druetzler has approved certain work; and he believes that because of this the planned work should be done.

Councilmember Fu added that many of the trees on the list are ones indicated by the Forester when the shade tree survey was done by the Forester and Mr. Williams as they drove around the Borough inspecting the shade trees. Mr. Williams advised he believed Mr. Linson did a thorough job of inspecting trees before recommending take down. As a result of this survey, it was recommended that about 40 trees be taken down. She and Mr. Williams drove around a second time to prioritize the trees from the ones that most needed to be taken down to the ones that should be taken down, but could be done later (probably in 2015). She also commented on the reasons why the various take-down recommendations were being made.

Mr. Salerno asked if the Commission members and Councilmember Fu believe these trees should take precedence over take-down requests received from the Borough residents.

Councilmember Fu stated she does not believe it does.

Cross discussion about trees that need to be taken down, including that the Commission Secretary reported that Dave Dubee advised her that he had received communication from John Linson stating there are several trees in Community Park with hazardous dead limbs and that he will report on this at the next Commission meeting.

Councilmember Fu commented briefly on John Linson's role and also that the money to reimburse for the two plantings has been received. Reimbursement is given as work progresses.

Mr. Travaglia wondered if there is a cost to Mr. Linson's return visits to the Borough such as his reporting on the hazardous dead limbs on Community Park trees.

Councilmember Fu stated she is not aware that such a visit will incur a cost. She believes this is a follow-up to check to see if recommendations he made are being followed up on. The Commission did not authorize any such visit.

Cross discussion relating to the kind of work that can be handled by the Department of Public Works (DPW) and what the Commission will learn about when Mr. Dubee reports on the matter of the Community Park trees and any other new situations that may have occurred.

Mr. Williams will find out what

REPORT

34 Greenwood Road – It was recommended by the Forester to prune (2) 12"-24" trees.

Mr. Williams recommended that only the work at 34 Greenwood Road be approved at this meeting.

Mrs. Law moved to approve the pruning of the trees at 34 Greenwood Road, seconded by Mr. Travaglia. Voice vote. All in favor. **Motion carried.**

Mrs. Law asked about the content of the list of purchase orders; she said she does not believe a certain work project.

The Commission Secretary provided details to answer Mrs. Law's inquiry. The bottom-line explanation is that this purchase order(s) was just completed since the correct tree sizes had to be obtained. It was just recently given to Councilmember Fu. It will be included on the list for the Commission's November meeting. Mr. Dubee priced out all the work projects being planned.

Cross discussion about whether certain work was or was not previously approved, are some motions not specific enough, work that maybe can be done by the DPW, and related issues.

Bid Form

Councilwoman Fu stated that a timeline of January 1, 2015 through December 31, 2017 can be inserted in the bid. This arrangement would have an option of changing the agreement after two years.

Councilmember Fu advised that the bid form on the thought process behind this idea. It would be similar to the wording used in connection with the tree planting bid. She provided details of this suggestion that was discussed recently at a Council meeting. Either side would have the option of canceling the contract earlier rather than later. The Council discussion suggested a one-year renewable contract with two one-year extensions possible. The Council would handle the renewals with the agreement of the Shade Tree Commission.

Cross discussion about the pros and cons of the idea of this new way of structuring the bid and the bid process; including pricing issues, what reasons would support a decision to renew or to not renew; and related issues.

Continued cross discussion questioning why the Commission can't just stay with its "traditional" two-year bid, including that Councilmember Fu can advise the Council that the Commission prefers the "traditional" two-year bid with the option for two one year extensions.

Councilmember Fu asked for confirmation that the Commission recommends "the two years as it is, but with two one-year extensions."

Mr. Williams stated this is the Commission's recommendation.

Mr. Salerno moved that the contract be for two years with two one-year extensions, seconded by Mrs. Law. Voice vote. All in favor. **Motion carried.**

Councilmember Fu in response to a question from Mr. Williams said the Council can overrule this recommendation. She will advise the Council of this decision by the Commission.

Councilmember Fu stated she will advise the Commission Secretary on how to change the bid form.

CURRENT YEAR'S TREE PROJECT(S)

Mr. Williams advised the purchase order for the trees was issued.

Councilmember Fu reported that while the Commission Secretary advised the contractor of the preferred trees and the number of each variety, the contractor said it would be \$195 for most of the tree varieties, but some would be a higher cost (\$235 and \$245 depending on the variety). She provided additional details for other plantings desired.

The Commission Secretary also added additional details in relation to some of the plantings requested with pricing information.

Councilmember Fu reminded that the Borough will reimbursed \$300 per tree, and all the trees to be purchased cost under \$300. There are 34 higher-priced trees out of the total of 109 trees; 15 are under \$250 and 19 are \$295. She also commented on arborvitae. The "extra" monies from the purchase of the trees is used to pay for take-downs, work done by the DPW, tree watering, and other needed work. The \$300 per tree payment is not just to cover the cost of the trees, but for other work related to the overall project, too.

Mr. Williams stated decisions will need to be made as to exactly where the 109 trees are to be planted before the planting work can be done. He is thinking planting may be scheduled for sometime in November.

Councilmember Fu cautioned that perhaps stakes should not be placed until the Commission knows when the planting is to be done; prior stakes disappeared.

Cross discussion about the stakes.

Councilmember Fu advised of some issues from the spring planting such as planting too close under wires or too far into a yard. The suggestion was made of spray painting the exact spot on a yard where a tree should be installed.

OLD BUSINESS

None.

NEW BUSINESS

Mr. Williams discussed issues related to the ash bore beetle which was talked about at the meeting he and Councilmember Fu attended last week. Currently, this is not a serious problem in this area.

Councilmember Fu added additional commentary, including the recommendation that a survey be done of Ash trees and the possible need for preventative action to protect these trees.

Cross discussion about what the Shade Tree Commission might want to consider to prevent any damage to Borough's the Ash trees, including guidance that Mr. Dubee and/or Mr. Linson may be able to provide, not moving Ash wood from area to area, and the locations of Borough Ash trees indentified in a prior tree survey(s).

Mr. Williams stated the Commission (or some members) may have to meet before the November meeting to stake out or spray paint where trees are to be planted.

There being no further business, Mr. Travaglia moved the meeting be adjourned, seconded by Mrs. Law. Voice vote. All in favor. **Motion carried.**

Karen M. Coffey
Commission Secretary

Maureen Sullivan
Recording Secretary

