

Minutes of the Reorganization Meeting of the Morris Plains Shade Tree Commission held on January 11, 2012 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. Dave Visscher  
Mr. Lloyd Williams, Chairman  
Councilwoman Laurie Fu  
Absent: Mr. David Dubee, Borough Forester

### **PLEDGE OF ALLEGIANCE**

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

### **NOMINATIONS OF OFFICERS FOR YEAR 2012**

Mr. Williams turned the meeting over to the Commission Secretary for nominations for Chairman.

#### **NOMINATION FOR CHAIRMAN**

Mrs. Law moved that Mr. Williams serve as Chairman for the year 2012, seconded by Mr. Visscher. Hearing no further nominations, Mr. Travaglia moved that the nominations be closed, seconded by Mr. Williams.

Roll Call

Yeas: Mrs. Law, Mr. Salerno, Mr. Travaglia, Mr. Visscher  
Nays: None  
Abstain: Mr. Williams

**Motion carried.**

#### **NOMINATION FOR VICE CHAIRMAN**

Mr. Williams nominated Mr. Salerno to serve as Vice Chairman for the year 2012, seconded by Mr. Visscher. Hearing no further nominations, Mr. Williams moved that the nominations be closed, seconded by Mr. Travaglia.

Roll Call

Yeas: Mrs. Law, Mr. Travaglia, Mr. Visscher, Mr. Williams  
Nays: None  
Abstain: Mr. Salerno

**Motion carried.**

## **NOMINATION FOR ARBOR DAY CHAIRMAN**

Mr. Salerno moved that Mr. Travaglia serve as the Chairman for the Arbor Day event, seconded by Mr. Visscher. Hearing no further nominations, Mr. Salerno moved that the nominations be closed, seconded by Mr. Visscher.

Roll Call

Yeas: Mrs. Law, Mr. Salerno, Mr. Visscher, Mr. Williams

Nays: None

Abstain: Mr. Travaglia

**Motion carried.**

The meeting was returned to the Chairman.

The Commission Secretary advised that the date for the July meeting needs to be agreed upon. The first Wednesday is Fourth of July and on the second Wednesday, July 11, a Board of Health meeting will be held. She suggested that the July meeting be held on Wednesday, July 11, 2012, but at 2:00 p.m. versus 7:00 p.m. Her other suggestion is to hold a meeting in August and not in July.

The Commission members discussed other options for the date of the July meeting. The consensus was that the July meeting will be scheduled for Tuesday, July 10, 2012, at 2:00 p.m.

### **RESOLUTION – NOTICE OF 2012 MEETINGS**

**BE IT RESOLVED**, that the Shade Tree Commission of the Borough of Morris Plains, County of Morris, and State of New Jersey, during the year 2012:

- 1) The regular meetings of the Commission shall be held on the first Wednesday of each month, with the exception of August when there will be no meeting. In the months of February, March, November, and December at 2:00 p.m. and in the months of April, May, June, September, and October at 7:00 p.m. in the Borough Hall. The July 2012 meeting will be held on Tuesday, July 10, 2012, at 2:00 p.m. The January 2013 meeting will be held on the second Wednesday at 2:00 p.m.
- 2) All said meetings at which formal action may be taken will take place in the Council Chambers in the Municipal Building, 531 Speedwell Avenue.
- 3) Exact dates of the aforementioned regular meetings in the year 2012 are: February 1<sup>st</sup>, March 7<sup>th</sup>, April 4<sup>th</sup>, May 2<sup>nd</sup>, June 6<sup>th</sup>, July 10<sup>th</sup>, September 5<sup>th</sup>, October 3<sup>rd</sup>, November 7<sup>th</sup>, December 5<sup>th</sup> and January 9<sup>th</sup>, 2013.
- 4) Any meeting where an agenda will be used, said agenda will be furnished to all persons in attendance.
- 5) All persons are invited to attend all meetings hereinbefore set forth.

- 6) The Secretary is directed to post prominently and maintain posted throughout the year upon the bulletin board in the Borough Hall Annex.
- 7) In addition, the Secretary is directed to mail a certified copy of this Resolution to the *Morris News Bee* and to the *Morris County Daily Record*.
- 8) Also, the Secretary shall maintain and file a certified copy of this Resolution that is being adopted in order to comply with Public Law 1975, Chapter 231, "Open Public Meetings Act."
- 9) This Resolution shall take effect immediately and will be certified by the Commission Secretary, Karen M. Coffey.

I, Karen M. Coffey, Secretary of the Morris Plains Shade Tree Commission, in the County of Morris, and State of New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the said Morris Plains Shade Tree Commission on the 11<sup>th</sup> day of January 2012 at a meeting duly convened by said body.

Mrs. Law moved that this Resolution be accepted, seconded by Mr. Visscher. Voice vote. All in favor.

**Motion carried.**

#### **APPROVAL OF MINUTES**

Mr. Travaglia moved that the Minutes of the Commission's December 7, 2011 meeting be approved, seconded by Mr. Visscher. Voice vote. All in favor, except for Mrs. Law who abstained due to being absent from the December meeting.

**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 welcomed Councilwoman Fu to the meeting.

#### **BUDGET**

Mr. Williams commented on the budget advising that the 2012 budget is approximately the same as for 2011. He mentioned an amount of \$43,160. He advised that the expenses from the various storm events have been worked out and that they will be listed as 2011 costs since the Borough anticipates receiving certain storm damage funds from the State

The Commission Secretary advised about the several lists, how they were developed and who assisted in creating them. She also commented on vouchers prepared. The lists were: (1) one discussed by Mr. Salerno that he and Mr.

Dubee prepared and that was done in December (\$7,500), (2) DPW list. Mr. Salerno checked these items (\$11,000), and (3) Work Sheet List prepared at the Commission's December meeting (\$8,200). She also advised of additional memoranda that were done in January – 12 Kosakowski Drive and 69 Watnong Drive. It is anticipated that additional tree damage will be identified during 2012.

Cross discussion about the possibility that additional tree damage will be found, the amounts represented by the three lists as indicated above, the cross checking process conducted of each list (on any of the three lists) to ensure there was no duplication, and trees at Roberts Garden.

Councilwoman Fu asked if any of the tree damage in connection with \$26,000 amount is not related to storm damage.

The Commission Secretary explained how the work list procedure works and that all the tree items on the December Work List were on the list because of storm damage – from either Irene or the snowstorm.

Mr. Williams explained that normally the Forester is present at these meetings and that he receives a copy of all the memoranda prior to each meeting. He reviews the memoranda and then advises the Commission at the meetings the work that needs to be done.

### **Work List**

The Commission Secretary advised that the tree at 69 Watnong Drive can be placed on the Work List.

Mr. Salerno advised that this tree is quite large and that the resident is complaining about root structures going underneath his driveway. It is definitely a Borough tree. He believes the tree looks healthy. He advised the resident that root problems are not taken care of by the Commission and that he will ask the Forester to check this tree out.

### **OLD BUSINESS**

Mr. Salerno referred to a letter in connection with JP Morgan Chase Bank. He advised that he and Mr. Williams had responded to a question about Shade Tree Commission approval. The trees are existing and are not being changed. He signed off on a letter back to the bank that the Commission was satisfied.

### **NEW BUSINESS**

Mrs. Law suggested that during the winter months, perhaps the Commission should tackle the Commission's Procedure Folder, reviewing each procedure to

determine if it should be updated, left as is, or otherwise make a change; for example, eliminating a procedure. She thought if one or two procedures were reviewed at each meeting, this project could be easily completed. She advised she will not be present at the Commission's February meeting. She agreed to make copies for everyone and suggested this project be placed on the March agenda. She commented that many of these procedures date back to the 1980's.

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

Karen M. Coffey  
Commission Secretary

Maureen Sullivan  
Recording Secretary