

# MINUTES OF THE FANWOOD SHADE TREE COMMISSION

**Date: February 28, 2018**

As presiding officer, I hereby announce and request such be included in the minutes of this meeting that the notice of the time, place and date of this meeting has been prominently posted on the bulletin board at the Borough Hall, mailed to The Times and The Courier News, filed with the Borough Clerk and mailed to any person requesting the same in accordance with the requirements of the Open Meetings Act. The regular monthly meeting of the Shade Tree Commission was called to order by Chairman Steve Falco at 7:00pm

## 1. ROLL CALL

|              |                   |         |
|--------------|-------------------|---------|
| Chairman     | Steve Falco       | Present |
| Commissioner | Joanne Muoio      | Present |
| Commissioner | Adele Kenny       | Absent  |
| Commissioner | Tom Plante        | Present |
| Commissioner | Dean Talcott      | Absent  |
| Councilman   | Kathy Mitchell    | Present |
| Alternate    | Claudia Heffner   | Present |
| Alternate    | Michelle Gardella | Absent  |

## 2. MINUTES

The minutes of the January 24, 2018 meeting were approved

## 3. CORRESPONDENCE

4. BILLS FOR PAYMENT M&A submitted a bill for payment dated 12/12/17 in the amount of \$930. All work was completed and approved . The commission approved payment of the invoice. It was noted that all outstanding work assigned to M&A has been completed, including the recent February work order but no additional bills have come in.

## 5. BIDS RECEIVED

A single bid from Cerbo Nursery for spring tree planting was received by the deadline. Following a motion and brief discussion, the commission voted to accept the bid.

Three bids were received for 2018 Tree Maintenance. Two local companies had similar pricing, the third company had significantly higher prices and was unknown to anyone on the commission. Following discussion on quality of work, ease of working with the staff, and best pricing, the contract for 2018 was awarded to M&A Tree Service .

## 6. REPORTS BY COMMISSIONERS

Mr. Falco – reported that he created and submitted the Community Forestry Annual Accomplishment Report and applied for the New Jersey Tree Recovery Campaign Community Seedling Give-away program. We will receive 60 seedlings to use for Arbor Day.

Ms. Muoio –reported on getting contact information for the local Newcomer’s Club. She has plans to include information about “town trees” in their welcome packet.

Ms. Kenny – absent

Mr. Plante – checked on stump grinding on Portland, Glenwood and Paterson roads. The resident at 257 Paterson may be interested in having a tree planted.

Mr. Talcott – absent

Ms. Heffner – Ms. Heffner shared the tree inventory form listing all trees planed by the commission since 1993. The next step will be to physically check on the trees and update the list. It is hopeful that this inventory will help the commission determine which tree varieties do better when planted in the spring or the fall, successful vs. unsuccessful tree varieties for local planting, and other information.

Ms. Mitchell – Ms. Mitchell informed us that the budgeting process has started. The council is looking for ways to increase revenue while keeping a cap on spending.

Ms. Gardella – absent

#### 7. OTHER BUSINESS

Park Middle School Environmental Club has agreed to participate with us for these events:

|                   |                 |
|-------------------|-----------------|
| Mulching Workshop | April 12 at 3pm |
| Tree ID workshop  | April 19 at 3pm |
| Arbor Day         | April 27 at 3pm |

All events will be held at Carriage House Park.

In March we will discuss Spring planting. Bring a list of planting sites to this meeting.

#### 8. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:05pm

#### 9. NEXT MEETING

The next meeting is scheduled for Wednesday, March 28, 2018.

Minutes submitted by C. Heffner