

June 10, 2021  
Remote Meeting

The meeting of the Middlesex Shade Tree Commission was held remotely on the above date and called to order by Chairman Jason Bond.

“This meeting is being held in compliance with the Open Public Meeting Law in that the requirements of the law have been met by the Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on December 8, 2020 and amended on May 28, 2021.

Members:                    Jason Bond  
                                  Dan Gitler  
                                  Sean Johnson  
                                  Jim Gorman (absent)  
                                  Jeff Killian  
                                  Martin Quinn, Council Representative (absent)

Secretary                    Linda Chismar

Chairman Bond opened the meeting to the public. Seeing that there were no public comments, Chairman Bond closed the public portion of the meeting.

Mr. Johnson moved to approve the May 20, 2021 Shade Tree Meeting Minutes seconded by Mr. Killian and carried by a unanimous vote of the Commission.

Mr. Bond moved to approve the May, 2021 Finance Report seconded by Mr. Killian and carried by a unanimous vote of the Commission.

#### Communications

1. 2 Douglas Lane – The Commission agreed to remove the Norway maple that is dead and replace with 2 Zelcova trees, with one on the Mulberry side of the property.
2. 58 Marlborough Avenue – Commission recommended that the black locust tree that is marked in front of property be removed. Also, they recommended that the locust tree on the east side of the stop sign be pruned, and also prune the 2 locust trees on the north side of the stop sign.
3. 409 Beechwood Avenue – Commission recommended that the maple tree in front of the property be elevated 9 – 10 feet above ground level.
4. 322 Melrose Avenue – Commission recommended the 2 ash trees in front of property be removed.
5. 344 Cedar Avenue – Commission agreed to remove the Pin Oak.

### Work Agenda

1. 421 Edgeworth Street – Commission recommended that a 2” dead wood prune be done on the maple tree.
2. 300 John Street – Commission would like the pear tree be pruned and clear house and reduce the size of tree. Also, the box elder closer to John Street needs to be cleaned up and the black locust that is leaning towards the house needs a regular prune and remove 2 branches towards the house.
3. 133 Giles Avenue – Commission feels that this tree is a healthy maple and nothing is needed.
4. 106 Cap Lane – Commission feels that nothing is needed to be done to this tree.
5. 151 Shepherd Avenue – The secretary will have the big sugar maple measured out by the DPW and if borough tree will have a 15 foot crown reduction on the house side of tree. DPW Superintendent informed the secretary that this is not a borough tree.
6. 214 Melrose Avenue – Commission feels that this tree in front of property should be removed.
7. 501 Wellington Avenue – This tree will remain on follow up and be checked in the fall. (tree in front of the stop sign)
8. 304 Walnut Street – Commission recommended that the 2 maples on the right side of the driveway should be pruned.

### Work Agenda – Follow Up

1. 404 Walnut Street – Commission determined that the middle Norway Maple (in group of 3 trees) should be removed and clear wires and prune surrounding trees.
2. 443 Runyon Avenue – Commission agreed that the 2 branches growing towards the house need a weight reduction and the tree needs a dead wood prune.
3. 32 Greenbrook Road – Commission agreed that the 2 trees should be removed – one in front of property and one between driveways.

### Work Agenda – Pending Work

1. 141 Beechwood Avenue Commission agreed to process vouchers for removal of all 5 maples in the amount of \$4,700.00 when budget is approved and funds are available.
2. 238 B Street – The trimming and pruning of this tree in the amount of \$400.00 is pending funds available.

### Potential Locations to be Fined

Commission discussed the two properties which were issued summons at 18 Dayton Avenue and also at 12 Woodrow Street. In the future, this information will be documented by the Shade Tree Commissioner and they will provide pictures and exact property address so that there is no confusion with the Enforcing Officer. The Commissioners will provide documentation of the three trees that were located at Dayton Avenue and look for documentation for the trees at 12 Woodrow Avenue, but this removal was not recent.

### Unfinished Business

1. Update on Tree Seedling Planting – Mr. Gitler will plant these seedlings in the area of Cap Lane on Saturday.
2. Spotted Lanternfly Training – Mr. Bond is awaiting a date to schedule this training with the DPW.
3. CSIP Grant Update – Mr. Gitler reported that this grant is very involved, especially with financial information, and he is requesting that Councilman Quinn get involved to help get someone to write the grant. At this time we need to concentrate on renewing our Community Forestry Management Plan.
4. RFP for Tree Inventory – Mr. Bond will contact the Purchasing Agent to discuss possibly preparing specifications to solicit quotes for only one zone of the borough at a time.

### New Business

1. Review of Plans for Bound Brook Development LLC, 229 Bound Brook Road – Popeye’s – The follow recommendations will be sent to the Joint Land Use Board regarding the Shade Tree Commission review: (1) There is room for 3 additional London Plane Trees where they could fit them; (2) They are recommending that they do not plant Pin Oaks, but Swamp White Oak trees instead; and (3) listed on all trees plant root collars shall be visible and free of defects at time of planting.
2. The Tree Management Plan must be addressed at September meeting, so that we can proceed with a renewal of the Plan for next year.
3. The 96<sup>th</sup> Annual Shade Tree Federation Conference will be held on October 21 and 22, and they are recommending that a DPW representative attend, so that they can be educated on a tree inventory. The Commission Secretary will register members at the September Meeting.
4. Commission made a motion by Mr. Bond and second by Mr. Gitler to have the secretary voucher out \$7,000 of outstanding tree work (presently \$9,940 in the Temporary Budget) that has been pending, in date order, as these assessments were recommended, and they are concerned if any issues arise before the work is done that they recommended. The Shade Tree Secretary will discuss with Borough Administrator.

Mr. Gitler moved to adjourn the meeting, seconded by Mr. Killian and carried by a unanimous vote of the Commission.

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,

September 9, 2021 – 7:30 PM  
REMOTE MEETING

If you are unable to attend the meeting, please call Linda at 732-356-7400, Ext. 238