

January 11, 2018
Middlesex Municipal Building

The regular meeting of the Middlesex Shade Tree Commission was held on the above date at the Middlesex Borough Hall and called to order by Secretary Linda Chismar:

“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 Annual Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on December 12, 2017”

Members:	Dan Gitler Sean Johnson Jim Gorman (absent) Jason Bond
Liaison:	Jack Mikolajczyk (absent)
Secretary	Linda Chismar

Sean Johnson Bond made a motion to nominate Dan Gitler for the Chairman of the Commission for 2018 seconded by Jason Bond and carried by a unanimous vote of the Commission.

Dan Gitler made a motion to nominate Sean Johnson for Vice Chairman of the Commission for 2018 seconded by Jason Bond and carried by a unanimous vote of the Commission.

Chairman Dan Gitler opened the meeting to the public.

John Weniger, 501 Chestnut Street reported that he has a tree in front of his property that is leaning out towards the power lines and has raised his sidewalk, which is causing a problem with the renewal of his homeowner’s insurance policy. He is concerned that if he cuts the roots to repair his sidewalk, it will affect the stability of the tree. Commission discussed and indicated that they will go out to make an assessment of the tree. If it does not look like a tree problem they might wait until spring and see if the tree is on a decline. If commission removes the tree, Mr. Weniger agreed to a replacement tree. The commission will get back to the Shade Tree Secretary within a week and if removal is not needed, they indicated that Mr. Weniger can make repair to his sidewalk to satisfy his insurance carrier.

Seeing that there was no further public participation, Chairman Gitler closed the public portion of the meeting.

Mr. Gitler made a motion to approve the December 14, 2017 Meeting Minutes seconded by Mr. Bond and carried by a unanimous vote of the Commission.

Mr. Gitler moved to accept the December, 2017 Finance Report seconded by Mr. Bond and carried by a unanimous vote of the Commission.

Communications

1. 501 Chestnut Street – Resident discussed during the Public Portion
2. 204 Lincoln Boulevard – Mr. Bond will go out to look at the tree in front of this property that resident said was leaning on wires.

Work Agenda

1. 428 First Street – Mr. Bond & Mr. Gorman will go out to recheck the apron at this property, but felt that the tree was a healthy silver maple.
2. 210 Cook Avenue – Commission reported that nothing was needed on this small maple tree.
3. 407 D Street – Mr. Johnson will look at the tree in front of this property that resident feels needs to be pruned, as it drops branches.
4. 351 Fairview Avenue – Commission determined that the maple tree in front of this property will be removed and they will need to also check on the tree in the front of the front fence (Osceola side – front) to see if it is dead and should be removed.

Unfinished Business

New Business

Commission prepared the Community Forestry Management Plan Annual Accomplishment Report for 2017.

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

Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING
THURSDAY,
FEBRUARY 8, 2018 – 7:30 PM
MIDDLESEX BOROUGH HALL

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

February 8, 2018
Middlesex Municipal Building

The meeting of the Middlesex Shade Tree Commission was held on the above date at the Middlesex Borough Hall and called to order by Chairman Dan Gitler.

“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 Regular Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on December 12, 2017”

Members: Jason Bond
 Dan Gitler
 Sean Johnson
 Jim Gorman
 John Mikolajczyk, liaison

Secretary Linda Chismar

Chairman Gitler opened the meeting to the public. Seeing that there was no public participation, Chairman Gitler closed the public portion of the meeting.

Mr. Gitler made a motion to approve the January 11, 2018 Shade Tree Meeting Minutes seconded by Mr. Bond and carried by a unanimous vote of the Commission.

Mr. Gitler moved to acknowledge the January, 2018 Finance Report seconded by Mr. Johnson and carried by a unanimous vote of the Commission.

Communications

1. 16 Marlborough Avenue – Commission agreed to remove this tree and there is a possibility that they will replace the tree with a scholar tree.
2. 446 Second Street - Mr. Bond mentioned that there is a large black locust at the dead end of this street (left side of the house) that is broken and leaning into another tree. He requested that the DPW measure to see if this is a borough tree, and if so, we should remove. The secretary will contact the DPW to check on the ownership of this tree.

Work Agenda

1. 204 Lincoln Boulevard – Commission reported that this pear tree is leaning towards wires, but that the tree has cavities and girdling roots and recommended that it be removed – no replacement.

2. 428 First Street – Mr. Gorman and Mr. Bond reported that nothing is needed to be done to the tree.
3. 407 D Street – Mr. Johnson will look at the tree in front of this property that resident feels needs to be pruned, as it drops branches.
4. 351 Fairview Avenue – Maple tree in front of the property needs to be removed, but nothing needs to be done to the silver maple that is located in front of the front fence (Osceola side – front)

Unfinished Business

1. Commission completed the new format that is used for the Community Forestry Program Annual Accomplishment Report and it will be forwarded to the NJ Urban and Community Forestry tomorrow.
2. Big Hugs Daycare – Mr. Bond will follow up on this event for the Spring at the March meeting.

New Business

1. Request from Joyce Gehrke for a tree at Hazelwood School – Ms. Gehrke will attend the March Shade Tree Meeting and discuss her request with the Commission at that time.

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

Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING
THURSDAY,
MARCH 8, 2018 – 7:30 PM
MIDDLESEX BOROUGH HALL

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

March 8, 2018
Middlesex Municipal Building

The regular meeting of the Middlesex Shade Tree Commission for March 8, 2018 was cancelled due to weather conditions.

Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING
THURSDAY, APRIL 12, 2018 – 7:30 PM
MIDDLESEX BOROUGH HALL

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

April 12, 2018
Middlesex Municipal Building

The meeting of the Middlesex Shade Tree Commission was held on the above date at the Middlesex Borough Hall and called to order by Chairman Dan Gitler.

“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 Regular Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on December 12, 2017”

Members: Jason Bond
 Dan Gitler
 Sean Johnson
 Jim Gorman (absent)
 John Mikolajczyk, liaison

Secretary Linda Chismar

Chairman Gitler opened the meeting to the public.

Joyce Gehrke, Hazelwood School Librarian, requested that the Shade Tree Commission plant a tree for Lynn Charles, the Hazelwood School nurse, who worked 25+ years for the Board of Education and retired in January. The Principal and Mr. Mulvey have requested that the tree be planted in the back of Hazelwood School, and Ms. Gehrke indicated that they have a bench to place by the tree. The Commission agreed to plant a group of 3 trees which require low maintenance and are slow growing, possibly a maple or cucumber magnolia. The Shade Tree Secretary will contact Mr. Mulvey for proper approval and move forward on this planting. This will be the Borough’s Arbor Day planting for 2018.

Seeing that there was no public participation, Chairman Gitler closed the public portion of the meeting.

Mr. Gitler made a motion to approve the February 8, 2018 Shade Tree Meeting Minutes seconded by Mr. Johnson and carried by a unanimous vote of the Commission.

Mr. Bond moved to acknowledge the February & March, 2018 Finance Report seconded by Mr. Gitler and carried by a unanimous vote of the Commission.

Communications

1. 417 Melrose Avenue – Commission indicated that there was no tree at this location.

2. 237 Greene Avenue – Commission agreed that the maple tree should be removed and replaced.
3. 212 Lucia Street – Commission agreed to keep this tree as a follow up and look at it after it has leafed out.
4. 420 Runyon Avenue – Commission felt that the branch has been removed and no additional work is needed.
5. 446 Second Street – Voucher already done to remove this tree.
6. 800 Beechwood Avenue – Commission agreed that this removal is a low priority and once removed it will be replaced at the corner of the property.
7. Century 21 Golden Post – Commission felt that there are no borough trees leaning over his building and nothing is needed.
8. 203 Stephenson Avenue – The tree on the corner of Stephenson & Grandview has minor storm damage and the commission will follow up next month.
9. 308 Anthony Avenue – Commission determined that this is a healthy sugar maple and nothing is needed.
10. 32 Washington Street – The tree on the Nelson side of the property needs to have the widow maker removed and needs a dead wood trim.
11. 617 Hazelwood Avenue – Commission agreed that the tree on the Salvatore Avenue side of this property is a high priority to be removed and replace with larger specie.
12. 215 Giles Avenue – Commission agreed that this tree is a low priority to remove and replace with a larger specie.
13. 437 Giles Avenue – This item was tabled and commission will look at the tree in front of this property that they feel is dead.
14. 350 Bound Brook Road – Commission agreed that they should trim broken branches on the tree at the corner of Pond.
15. 125 South Woodlawn Avenue – Commission agreed that the tree with hanging branches should get a 2” prune.

Work Agenda

1. 407 D Street – Mr. Johnson will look at the tree in front of this property that resident feels needs to be pruned, as it drops branches.

Unfinished Business

1. Big Hugs Daycare – Mr. Bond has emailed the Director at Big Hugs to discuss the presentation that will be done for the kids. Mr. Bond will report back at the May meeting.
2. Arbor Day Planting – Commission agreed that the planting at Hazelwood School would be for Arbor Day.

New Business

1. Request from Joyce Gehrke for a tree at Hazelwood School – Ms. Gehrke attended the Public Portion with her request.
2. 2018 Shade Tree Budget – The commission discussed the budget, which was rolled back to last year's amount. Mr. Gitler stated that last year we were able to meet our budget because \$9,000 was taken from the Tree Replacement Fund to plant in the Fall. He indicated that with a \$25,000 budget we are no longer in compliance with Tree City USA, and therefore cannot meet requirements of the Tree Management Plan. For Tree City USA we must spend at a minimum \$2 per capita per resident (13,635) and for the Tree Management Plan we must plant a new tree for each one replaced. Commission also requested that Councilman Mikolajczyk bring to the governing body the amendment to the Shade Tree Ordinance which would increase the fines to remove Shade Trees and these fines would go into the Tree Replacement Fund. The Commission is also concerned with the procedure to enforce the ordinance. (Possibly Commission member send email to Code Enforcer to issue violation) Councilman Mikolajczyk will bring this matter up to the governing body at their May meeting and report back to the Commission.
3. Commission determined that due to the constraint on the budget, the Secretary will bring back all estimates from Predator and the Commission will prioritize the work that is required to be done to the shade trees to the next Shade Tree meeting.
4. Councilman Mikolajczyk also suggested that he discuss with the Mayor that if it is possible that any tree work that is storm related could be added to the Emergency Appropriation Bond.
5. Arbor Day Proclamation – Chairman Gitler signed the 2018 Arbor Day Proclamation.
6. Commission also plan to work on a Grant to help fund a "tree inventory" in town which would include species of tree.

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

Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING
THURSDAY,
MAY 10, 2018 – 7:30 PM
MIDDLESEX BOROUGH HALL

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

May 10, 2018
Middlesex Municipal Building

The meeting of the Middlesex Shade Tree Commission was held on the above date at the Middlesex Borough Hall and called to order by Chairman Dan Gitler.

“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 Regular Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on December 12, 2017”

Members: Jason Bond
 Dan Gitler
 Sean Johnson (absent)
 Jim Gorman
 John Mikolajczyk, liaison

Secretary Linda Chismar

Chairman Gitler opened the meeting to the public. Seeing that there was no public participation, Chairman Gitler closed the public portion of the meeting.

Mr. Gorman made a motion to approve the April 12, 2018 Shade Tree Meeting Minutes seconded by Mr. Gitler and carried by a unanimous vote of the Commission.

Mr. Bond moved to acknowledge the April, 2018 Finance Report seconded by Mr. Gitler and carried by a unanimous vote of the Commission.

Communications

1. 124 Sixth Street – Mr. Gitler will look at the tree in front of this property that has hanging branches that have been dropping.
2. 609 Lincoln Boulevard – Mr. Bond will look at the tree in front of property that has branches in the power lines.
3. 339 Lorraine Avenue - Mr. Bond will look at the tree in the front of this property that is dropping branches.
4. 529 Edgeworth Street – Mr. Bond will look at the tree in the front of this property that looks like it is dying and has a hole in it.
5. Side of 40 Washington – Mr. Gitler will look at the locust tree on the side of this property that is between Washington & Dayton.
6. 419 D Street – Mr. Bond will look at the tree in the front of this house that is leaning, and has been damaged from the storm and is raising the sidewalk.

7. 109 Green Avenue - Mr. Bond will look at the tree in front of this property that is lifting the sidewalk, and the three trees in the back of this property that are on the property line that are damaged or intertwined in the damaged tree.
8. 99 Rock Lane – Mr. Gitler will look at the 6 trees in front of this property and the 4 trees on the side of the property and assess.
9. 308 Fairview Avenue – Mr. Bond will assess the tree in front of this property.
10. 14 Center Place – Mr. Gitler will check on the tree in the front of this property to see if it is healthy.

Work Agenda

1. 407 D Street – Commission agreed that a 2” dead wood prune is needed on the tree in the front of this property.
2. 203 Stephenson Avenue – The tree on the corner of Stephenson & Grandview has minor storm damage and the commission will follow up.
3. 437 Giles Avenue – Mr. Gitler will look at the tree in the front of this property that resident feels is dead.

Unfinished Business

1. Big Hugs Daycare – Mr. Bond will follow up on this event with the Director to see if it is feasible to do a presentation for the children in the evening, or see if Mr. Johnson is available during the day. Mr. Bond will report back at the June meeting.
2. Arbor Day Planting – Commission agreed that the planting at Hazelwood School would be for Arbor Day and they will be planting 3 October Glory Maple Trees.
3. Shade Tree Ordinance Amendment – Enforcement – Councilman Mikolajczyk indicated that he has looked at the ordinance and he feels that there is no mechanism to enforce. Commission is concerned that this ordinance is on the books, the Code Enforcement Officer is the designee to issue fines, and they do not want residents to remove/prune shade trees on the borough right of way without shade tree approval. Because the Code Enforcement Officer is not familiar with dead/diseased trees, they would like to have the commission members look at trees and bring these properties to the attention of the Code Enforcement Officer. The commission suggested creating a form for them to fill out about the location of the tree and indicate if resident has pruned, cut down or done anything to the tree without shade tree approval. The shade tree would give the form to code enforcer and/or designee and she can notify the resident. They would like to start with revising the ordinance and create a mechanism to begin the process of enforcing fines. Also, Councilman Mikolajczyk will put information in his “Our Town” article to discuss the Shade Tree Commission and their responsibilities. The commission also recommended that if tree work is approved by the Mayor, he would like to have him inform the Secretary, so that

they do not go to have the Code Enforcement Officer issue a fine to residents that had the prior approval of the Mayor. They would like the form to reflect that it was a Mayoral removal.

The Commission's goal is to have the residents comply with the ordinance by raising the fines and include the cost of a replacement tree. The commission's proposal includes: Step 1 – increase fine, Step 2 – make form and bring to next meeting. This form will include a section in it for the code enforcer which indicates where the resident did not comply with the ordinance. Dan Gitler will prepare a form to be approved at the next meeting.

Councilman Mikolajczyk will discuss with Mayor DiMura the mechanism that the Commission would like to enforce to move forward with this plan.

New Business

1. 2018 Shade Tree Budget – Commission discussed the \$25,000 budget and that additional funds will be needed to meet their Tree City USA requirements. As they must plant a tree for each tree removed, the commission will now be prioritizing their tree work to keep the budget in line and keep up with the replanting.
2. Home Town Day – Possible Shade Tree Booth (July 21, 2018) – Commission will discuss this at the June, 2018 Meeting
3. Tree Management Plan – Mr. Gitler discussed the management plan, and gave an overview of what is needed to complete for 2018. He mentioned that the commission needs to do a canopy assessment this year, and members need to go out and assess the trees. Also, the commission discussed the Grant that they would like to complete, which if awarded would enable the town to receive up to \$35,000 to be used for anything needed for the commission. The commission is looking to use any grant funds that they can get for additional planting and for creating a “tree inventory”.

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

Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING
THURSDAY,
JUNE 14, 2018 – 7:30 PM
MIDDLESEX BOROUGH HALL

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

June 25, 2018
Middlesex Municipal Building

The meeting of the Middlesex Shade Tree Commission was held on the above date at the Middlesex Borough Hall and called to order by Chairman Dan Gitler.

“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 Special Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on June 22, 2018.

Members: Jason Bond
 Dan Gitler
 Sean Johnson
 Jim Gorman (absent)
 John Mikolajczyk, liaison

Secretary Linda Chismar

Chairman Gitler opened the meeting to the public.

Sharon Smigel, 27 Washington Avenue reported the huge oak tree in front of her property that appears to have cracks and appears to be dying because there is mushrooms and fungi on the bottom of the tree. Squirrels are living in the tree. Commission agreed that they had looked at the tree and with the evidence in the photos reported that this would be an emergency removal, as they felt that it was dangerous. Commission secretary will ask for Mayor DiMura’s approval to have this designated an emergency removal.

Seeing that there was no further public participation, Chairman Gitler closed the public portion of the meeting.

Mr. Bond made a motion to approve the May 10, 2018 Shade Tree Meeting Minutes seconded by Mr. Gitler and carried by a unanimous vote of the Commission.

Mr. Gitler moved to acknowledge the May, 2018 Finance Report seconded by Mr. Bond and carried by a unanimous vote of the Commission.

Communications

1. 138 Vogel Place – Mr. Bond will check on the tree in front of this property that is dropping branches and requested a pruning.
2. 342 First Street – Mr. Gitler would look at the tree on his driveway side that is on 346 First Street to determine if it needs to be pruned or removed.
3. 401 Fulton Street – Mr. Bond will look at the knot in the side of his tree that is concerning the resident and the branch that is rotting.

4. 120 Jay Place – Emergency hanging branch is being removed and Mr. Johnson will check the part of the lead on this tree that came off during the storm.
5. 512 Walnut Street – Mr. Johnson will look at the tree in front of this property where the branches have fall fallen and there is hole in the tree.
6. 41 Dayton Avenue - Mr. Bond will look at the tree on the Nelson side of the property that is dropping branches.
7. 25 C Street – Mr. Johnson will look at the tree in the front yard that appears to be dead with crumbling bark.
8. 405 Giles Avenue – Mr. Gitler will look at the tree in front of this property that resident feels is overgrown.
9. 400 E Street – Mr. Johnson will look at tree in front of house that resident feels is dead.
10. 2 Rutgers Lane – Tree in front of this property is dead and would like Boltzer to replace.
11. 437 High Street – Mr. Bond will look at the tree in front of this property that has caused extensive car damage from the previous storm.
12. 405 Fairview Avenue– Mr. Bond will look at this property that resident has requested be trimmed.
13. 129 Emerson Avenue – Mr. Johnson will look at tree that resident feels is damaged from the recent storms and has squirrel infestation.

Work Agenda

1. 203 Stephenson Avenue – Mr. Gitler looked at the tree on the corner of Stephenson & Grandview but feels that nothing is needed.
2. 437 Giles Avenue – Mr. Gitler will look at the tree in the front of this property that resident feels is dead.
3. 124 Sixth Street – Mr. Gitler looked at this tree and feels that it is a good tree. Would like to have a tree planted on the next lot by the woods.
4. 609 Lincoln Boulevard – Mr. Bond will follow up with the tree in front of this property that has branches in the power lines.
5. 339 Lorraine Avenue – Mr. Bond will look at the tree in front of this property that is dropping branches.
6. 529 Edgeworth Street – Mr. Bond will look at the tree in the front fo this property that looks like it is dying and has a hole in it.

7. Side of 40 Washington Avenue – Mr. Gitler reported that the locust tree on the side of this property between Washington & Dayton has 2 trees marked for removal.
8. 419 D Street – Mr. Bond reported that this is a good tree and mentioned to the resident that they can cut the roots that is raising the sidewalk.
9. 109 Green Avenue Mr. Bond reported to resident that he could cut the roots on the tree in front of his property that is lifting the sidewalk and we will remove the dead ash tree in the back left corner.
10. 99 Rock Lane – Mr. Gitler will look at the 6 trees in front of this property and the 4 trees on the side of the property and assess.
11. 308 Fairview Avenue – Mr. Bond reported that the crown of the tree should be reduced and tree pruned.
12. 14 Center Place – Mr. Gitler reported that this tree is healthy but could use a minor trim.

Unfinished Business

1. Big Hugs Daycare – Commission will await any contact from Big Hugs if they remain interested. If so, Sean Johnson can do a presentation during the day.
2. Arbor Day Planting – Commission was notified that the planting for Arbor Day should take place the last week of June.
3. Shade Tree Ordinance Amendment – Enforcement – Councilman Mikolajczyk recommended that the first thing to do should be telling residents that you cannot cut down a shade tree and could be liable and supply them with a copy of the ordinance. This would spread the word throughout the community. Mr. Gitler will prepare a form for the Commission to review in September, which will allow the commission to confirm that the DPW did not remove the tree, and that it was in fact a shade tree.

New Business

1. 2018 Shade Tree Budget – Priority Work - Commission discussed the priority work that was listed on the Agenda and agreed to proceed with the work where we have obtained estimates.
2. Home Town Day – Possible Shade Tree Booth (July 21, 2018) – Commission discussed this event and Dan and Jim may be able to attend event to hand out door hangers and Arbor Day Information Notices. Commission also discussed the Fall Festival, where they might be able to have a Shade Tree “table”. This will be discussed further in September.
3. Mr. Gitler spoke with the Mayor regarding the tree removal on Lincoln Boulevard, and about the commission’s thoughts regarding the fines. The Mayor requested

that the commission look into local ordinances and see what the average fine is.
Mr. Gitler indicated that on the State website he found the average fine is \$1,000.

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

Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING
THURSDAY,
SEPTEMBER 13, 2018 – 7:30 PM
MIDDLESEX BOROUGH HALL

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

September 13, 2018
Middlesex Municipal Building

The meeting of the Middlesex Shade Tree Commission was held on the above date at the Middlesex Borough Hall and called to order by Chairman Dan Gitler.

“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 Special Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on June 22, 2018.

Members: Jason Bond
 Dan Gitler
 Sean Johnson
 Jim Gorman
 John Mikolajczyk, liaison

Secretary Linda Chismar

Chairman Gitler opened the meeting to the public.

Eric Lindner, 408 Walnut Street reported that the tree in front of his property is lifting the sidewalk and one root it extending into his driveway and lifting up the macadam. Mr. Johnson did go out to see the Norway maple and indicated that this tree has shallow roots and commission determined that Mr. Lindner can lift up his sidewalk and cut back the roots and replace or reset the slab of the sidewalk. The commission also felt that once the root is cut back, the lifting of the macadam in the driveway may sink back.

Seeing that there was no further public participation, Chairman Gitler closed the public portion of the meeting.

Mr. Bond made a motion to approve the June 25, 2018 Shade Tree Meeting Minutes seconded by Mr. Gitler and carried by a unanimous vote of the Commission.

Mr. Bond moved to acknowledge the June, July & August, 2018 Finance Report seconded by Mr. Johnson and carried by a unanimous vote of the Commission.

Communications

1. 437 High Street – Commission determined that a 2” prune needs to be done to the tree on this property and also cut back the branch parallel to the lines.
2. 34 Orchard Road – Commission agreed that the tree in front of this property should be removed and replaced.

3. 887 Beechwood Avenue – Commission agreed that the pin oak needs to be removed and replaced with a sycamore. This removal will be taken out of the 2019 budget in January.
4. 28 Orchard Road – Commission agreed that the tree in front of this property should be removed and replaced.
5. 28 Edwards Avenue – Commission agreed that the shade tree near the hydrant and to the right of the driveway (Maple tree) should be removed and replaced in January, 2019.
6. 289 Lincoln Boulevard – Mr. Gitler will look at the tree in front of this property that resident feels need to be trimmed. – TRIM PER CHAIRMAN GITLER
7. 408 Walnut Street – This tree was discussed in the Public Portion of the meeting.
8. 313 First Street – Commission agreed that the 2 ash trees should be elevated to have the low branches removed. These trees are on the corner (Fulton Ave. side) of the property next to Carpacchio's.
9. 352 Drake Avenue – Mr. Johnson will look at the three trees that resident is concerned about.
10. 1 Fitzsimmons Street – Shade Tree Commission feels that nothing is needed to be done to the tree in front of this property.
11. Nelson Street (between Dayton & Washington) Mr. Gitler will mark the trees that need to be removed. A voucher has already been done for this removal and pruning.
12. 560 Cook Avenue – Mr. Johnson will look at the tree that resident feels has a hole and squirrels.
13. 13 Oak Drive – Mr. Johnson will look at the two large oak trees that overhang the roof of this house. Resident would like tree thinned out.

Work Agenda

1. 437 Giles Avenue – Mr. Gitler will look at the tree in the front of this property that resident feels is dead. – REMOVAL PER CHAIRMAN GITLER
2. 609 Lincoln Boulevard – Mr. Bond will follow up with the tree in front of this property that has branches in the power lines.
3. 339 Lorraine Avenue – Secretary will have the DPW measure the tree and if a borough shade tree will have a 2" prune.

4. 529 Edgeworth Street – Commission agreed to elevate this tree and reduce the lead toward 533 Edgeworth and the telephone pole.
5. 99 Rock Lane – Commission agreed that nothing was needed on these trees at this time.
6. 138 Vogel Place – Commission agreed to this ash tree should be reduced on the house side and elevate.
7. 342 First Street – Commission agreed that tree on the driveway side that is on 346 First Street needs a 2” crown clean and cable.
8. 401 Fulton Street – Mr. Gorman will look at the knot in the side of this tree that is concerning the resident and the branch that is rotting.
9. 512 Walnut Street – Commission agreed that this silver maple needs a 2” crown clean.
10. 41 Dayton Avenue – Commission agreed that the pin oak on the Nelson side of the property should be removed and replaced.
11. 25 C Street – Commission agreed that nothing should be done to the silver maple in the front yard of this property.
12. 405 Giles Avenue – Mr. Gitler will look at the tree in front of this property that resident feels is overgrown. – NOTHING NEEDED PER CHAIRMAN GITLER
13. 405 Fairview Avenue – Mr. Gorman will look at this property and the tree that resident feels needs to be trimmed.
14. 129 Emerson Avenue – Commission agreed that the maple tree with the cavity should be removed with funds in 2019.
15. 14 Center Place – commission agreed that nothing is needed at this time.

Unfinished Business

1. Arbor Day Planting – Commission was notified that the planting for Arbor Day took place in June.
2. Shade Tree Ordinance Amendment – Enforcement – Commission will discuss further and review a form that Mr. Gitler will prepare which would allow the commission to confirm that the DPW did not remove the tree, and that it was in fact a shade tree.

New Business

1. Dangerous Tree – Howard Avenue/Fisher Avenue – Commission tabled this discussion to get more information.
2. 2018 Shade Tree Budget – Councilman Mikolajczyk will approach the Finance Committee to discuss getting an additional \$7,500 to pay for planting for 2018. The commission is required to stay compliant with both the Tree Management Plan and Tree City USA to plant a tree for each tree removed.
3. Fall Planting – Request for Quotes – Amending Proposal – The secretary will provide quotation documents to each commissioner in order to get the required quotes needed to plant this Fall. The documentation has been amended to include 25 trees to plant and include Linden, Gingko and Zelcova as additional species to plant.
4. Fall/Holiday Event – Possible Shade Tree Booth – Commission advised that the Recreation Department is no longer holding a “Fall Festival”, but will do a trunk or treat this year. Commission felt that it would be of no benefit to be there.
5. 93rd Annual NJ Shade Tree Federation Conference – Mr. Gitler will attend this meeting on October 18 & Mr. Johnson will attend on October 19. This is a requirement in the Tree Management Plan.

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

Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING
THURSDAY,
NOVEMBER 8, 2018 – 7:30 PM
MIDDLESEX BOROUGH HALL

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

October 11, 2018
Middlesex Municipal Building

The regular meeting of the Middlesex Shade Tree Commission for October 11, 2018 was cancelled due to lack of a quorum.

Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING
THURSDAY, NOVEMBER 8, 2018 – 7:30 PM
MIDDLESEX BOROUGH HALL

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

November 8, 2018
Middlesex Municipal Building

The meeting of the Middlesex Shade Tree Commission was held on the above date at the Middlesex Borough Hall and called to order by Chairman Dan Gitler.

“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 Regular Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on December 12, 2017.

Members: Jason Bond
 Dan Gitler
 Sean Johnson (absent)
 Jim Gorman
 John Mikolajczyk, liaison

Secretary Linda Chismar

Chairman Gitler opened the meeting to the public.

Anthony Migliore, 829 Voorhees Avenue discussed the tree in front of his property that is lifting the sidewalk and has roots into the sewer line, and he has needed to call Roto Rooter numerous times to clear his lines. He is requesting that the tree be removed. Chairman Gitler explained what the resident could do to his sidewalk that is lifting and that the Commission would go out to look at the tree’s health and sustainability. Chairman Gitler indicated that regarding the sewer problem, the tree roots will find the water if the sewer line is leaking. The Commission agreed to go to look at this tree and determine if anything is needed to be done to the tree.

Frank Tambone, 9 Lauri Lane reported that he has an oak tree with shallow roots on his property and would like it removed. He has many big branches falling off. Commission agreed to look at the tree to see if it is dead or diseased. Mr. Tambone did agree that if removed, he would take a replacement tree.

Seeing that there was no further public participation, Chairman Gitler closed the public portion of the meeting.

Mr. Gorman made a motion to approve the September 13, 2018 Shade Tree Meeting Minutes seconded by Mr. Bond and carried by a unanimous vote of the Commission.

Mr. Gorman moved to acknowledge the September & October, 2018 Finance Report seconded by Mr. Bond and carried by a unanimous vote of the Commission.

Communications

1. 354 Grant Avenue - Commission determined that a 2" dead wood prune is needed on the Norway maple and a light crown clean and elevation is needed on the 2 red maples.
2. 702 Cook Avenue – Commission agreed that a 2" dead wood prune be done to the tree in front of this property.
3. 19 Shearn Drive - Commission agreed that the tree in front of property should be removed and replaced in 2019
4. 9 Lauri Lane – Discussed in Public Portion.
5. 829 Voorhees Avenue – Discussed in Public Portion. – Healthy silver maple – Nothing needed per D. Gitler.
6. 25 C Street - Mr. Gitler will look at the tree in front of this property that resident feels is getting eaten by something. – Remove & Replace per D. Gitler
7. 206 Walnut Street – Mr. Bond will check on the tree that resident is requesting be trimmed prior to winter.
8. 507 Walnut Street – Mr. Bond will check on the tree with branches on roof in front of property to see if it should be trimmed.
9. 314 First Street - Mr. Gorman will look at the tree covered with vines in front of this property to see if it should be trimmed or removed.
10. 438 High Street – Mr. Gitler will look at the tree on the corner of High Street and New Street (at end) to see if it needs to be pruned. There is a limb hanging over wires and she is concerned about the limb falling on the utility wires for medical reasons. – Remove 2 lowest branches and 1 dead stalk per D. Gitler

Work Agenda

1. 609 Lincoln Boulevard – Mr. Bond recommended that the maple and pear tree should be trimmed around the power lines.
2. 401 Fulton Street – Mr. Gorman will look at the knot in the side of this tree that is concerning the resident and the branch that is rotting.
3. 405 Fairview Avenue – Mr. Gorman will look at this property and the tree that resident feels needs to be trimmed.
4. 352 Drake Avenue – Mr. Johnson and Mr. Gitler will look at the three trees that resident is concerned about.

5. 560 Cook Avenue – Mr. Gitler will look at the tree that resident feels has a hole and squirrels.
6. 13 Oak Drive – Mr. Johnson & Mr. Gitler will look at the two large oak trees that overhang the roof of this house. Resident would like tree thinned out.

Unfinished Business

1. Shade Tree Amendment – Enforcement – Mr. Gitler discussed his October 1, 2018 email to Mayor DiMura regarding increasing the residential fines for removal of shade trees without Commission permission. Mr. Gitler requested that an Ordinance be prepared by the Secretary and have the Commission Liaison request if it could be introduced by Council at the next Regular Meeting.

New Business

1. Dangerous Tree – Howard Avenue/Fisher Avenue – Commission looked at this tree and felt that it should remain where it is at this time.
2. 2018 Shade Tree Budget – Councilman Mikolajczyk approached the Finance Committee to discuss getting an additional \$7,500 to pay for planting for 2018. He has been informed that the Commission should use the remaining funds in the budget (\$5010) for planting for 2018 and that the Finance Committee will determine if they could give additional funds to the commission so that they would remain compliant with both the Tree Management Plan and Tree City USA.
3. Prioritizing Remaining Work – Commission was informed that the current funds in the Shade Tree Budget should be used for planting and they will prioritize the remaining work if additional funds are given by the Finance Committee.
4. Fall Planting – Commission has given the Secretary 2 quotes for Fall Planting, and she is awaiting another quote tomorrow. Commission discussed tree planting and secretary will encumber funds to plant 15 trees at this time from the lowest bidder.

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

Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING
THURSDAY,

DECEMBER 13, 2018 – 7:30 PM
MIDDLESEX BOROUGH HALL

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

December 13, 2018
Middlesex Municipal Building

The meeting of the Middlesex Shade Tree Commission was held on the above date at the Middlesex Borough Hall and called to order by Chairman Dan Gitler.

“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 Regular Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on December 12, 2017.

Members: Jason Bond
 Dan Gitler
 Sean Johnson
 Jim Gorman
 John Mikolajczyk, liaison

Secretary Linda Chismar

Chairman Gitler opened the meeting to the public. Seeing that there was no public participation, Chairman Gitler closed the public portion of the meeting.

Mr. Gorman made a motion to approve the November 8, 2018 Shade Tree Meeting Minutes seconded by Mr. Bond and carried by a unanimous vote of the Commission.

Mr. Bond moved to acknowledge the November, 2018 Finance Report seconded by Mr. Gitler and carried by a unanimous vote of the Commission.

Communications

1. 242 B Street – Mr. Gitler will check on the evergreen that is on the corner of B Street and Maple Avenue that resident feels is dying.

Work Agenda

1. 401 Fulton Street – Mr. Gorman recommended that Roger check the native red maple that has a knot in the side of this tree to see if the hole is hollow.
2. 405 Fairview Avenue – Mr. Gorman reported that the native red maple needs a 2” prune. This is a low priority.
3. 352 Drake Avenue – Mr. Johnson and Mr. Gitler will look at the three trees that resident is concerned about.

4. 560 Cook Avenue – Mr. Gitler will look at the tree that resident feels has a hole and squirrels.
5. 13 Oak Drive – Mr. Johnson & Mr. Gitler will look at the two large oak trees that overhang the roof of this house. Resident would like tree thinned out.
6. 9 Lauri Lane – Commission will look at this tree to see if it is dead or diseased and report back.
7. 206 Walnut Street – Mr. Bond reported that the red maple should have the overextended pieces reduced.
8. 507 Walnut Street – Mr. Bond reported that nothing was at this time with the black oak, but will be followed up in Spring, 2019
9. 314 First Street – Mr. Gorman reported that there was nothing at 314 First Street, but at 315 First Street there were 2 ash trees with vines, but they were healthy and needed nothing done to them.

Unfinished Business

1. Shade Tree Ordinance Amendment – This ordinance is scheduled to be adopted at the December 18, 2018 Regular Meeting of the Mayor and Council. Once this has been adopted, the Commission will look to finish the form to create the mechanism to initiate the violations. They also discussed noting the new ordinance on the borough website.

New Business

1. 2018 Shade Tree Budget – Commission received an additional \$3,000 to increase their 2018 Budget to \$28,000. There is still \$4,275 of outstanding work (removals & pruning) from 2018. This work will be encumbered in January from the 2019 Temporary Budget.
2. Status of 2018 Fall Planting – Boltzer planted 16 trees this year in December and 3 trees for Arbor Day.
3. Update on Tree City USA Status – Application for Tree City USA has been submitted. Chairman Gitler indicated that the Commission should work on the CSIP Grant immediately, which could help fund a program to create the borough's tree inventory.
4. Tree Management Plan Report (2018) – Commission will discuss this Report at the January, 2019 Meeting.
5. Status of the Liberty Elm Tree Planting for 2019 – Commission will be receiving 10 Liberty Elm Trees that they purchased in 2017. Chairman Gitler will look into

when we can receive these trees, and the secretary will ask our contractor what the charge would be to plant these trees.

6. Events for 2019 – Commission discussed Community Day, the Borough Street Fair and any additional opportunities where the Commission could take part.
7. Commissioner Bond reported that there is a new tree regional tree police that will be inspecting contractors to be sure that they comply with the new law requiring the LTCO Numbers be posted on their construction vehicles (trucks).
8. Chairman Gitler reported that he would like each commissioner to find 10 planting locations in the borough each so that for 2019 we will have begun to create an inventory to replenish our borough trees. This is a requirement in the Tree Management Plan.
9. Commission also discussed that when we solicit again for bids for tree planting, the specifications include that the trees each have burlap deer protection.
10. Councilman Mikolajczyk stated that changes are happening in the borough this year, and he did not know if he would be the 2019 liaison, but enjoyed working with the Commissioners that have volunteered for the Shade Tree.

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

Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING
THURSDAY,
JANUARY 10, 2019 – 7:30 PM
MIDDLESEX BOROUGH HALL

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