

January 10, 2019  
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 7, 2018”

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

Dan Gitler made a motion to nominate Jason Bond for the Chairman of the Commission for 2019 seconded by Sean Johnson and carried by a unanimous vote of the Commission.

Chairman Bond made a motion to nominate Dan Gitler for Vice Chairman of the Commission for 2019 seconded by Sean Johnson and carried by a unanimous vote of the Commission.

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

Dan Gitler made a motion to approve the December 13, 2018 Meeting Minutes seconded by Chairman Bond and carried by a unanimous vote of the Commission.

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

Chairman Bond thanked Dan Gitler for all the time he has given to the Commission working on the Tree Management Plan over the last few years.

#### Communications

145 Vogel Place – Chairman Bond will look at the big oak tree that is front of this property that resident has requested be trimmed.

437 High Street – Chairman Bond requested that the branch be removed

219 D Street – Sean Johnson will go out to look at the tree in front of this property that resident said had a limb fall on their fence.

## Work Agenda

401 Fulton Street – Commission requested that Predator do an aerial inspection to check the native red maple that has a knot in the side of this tree to see if the hole is hollow. If aerial assessment is completed, Commission would like to see this in writing.

352 Drake Avenue – Sean Johnson looked at the three trees in front of this property. It appears that they have bacterial leaf scorch and the dead tree should be removed and the other two trees should have a 2” dead wood safety prune.

560 Cook Avenue – Dan Gitler reported that nothing was needed on the tree in question.

13 Oak Drive – Sean Johnson looked at the 2 pin oaks, but to cut the low limb that is growing towards the house. Secretary will first check that this is a borough tree first.  
**NOT BOROUGH TREES**

9 Lauri Lane – Chairman Bond will look at this tree to see if it dead or diseased.

## Unfinished Business

Update on Remaining Work from 2018 – Commission gave approval to submit voucher for the outstanding work remaining from 2018.

## New Business

Commission began to prepare the Community Forestry Management Plan Annual Accomplishment Report for 2018. This will be completed at the February Meeting.

Update on Liberty Elm Trees – Secretary received a quote from Boltzer Landscaping to plant the 10 Liberty Elm Trees that were ordered in 2017 for \$1350.00. The delivery date must be determined.

CSIP Grant – Commission agreed that they move forward to work on this Grant once the Community Forestry Management Plan Annual Accomplishment Report has been completed. If received, these funds could be used predominately to establish a tree inventory for the borough.

Dan Gitler will look into the borough receiving tree saplings from the Hurricane Sandy Tree Campaign and get back to the Commission.

Council Liaison Mikolajczyk mentioned that he often puts articles in “Our Town” and in his next article could request if any resident would be interested in a shade tree. Also, commission requested that Council Liaison Mikolajczyk request if any member of the public would be interested in being a commissioner or alternate on the Shade Tree, since that would guarantee a quorum at all meetings.

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

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
FEBRUARY 8, 2019 – 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, 2019  
Middlesex Municipal Building

The regular meeting of the Middlesex Shade Tree Commission for February 8, 2019 was cancelled due to lack of a quorum.

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY, MARCH 8, 2019 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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



March 14, 2019  
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 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 Regular Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on December 7, 2018.

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

Secretary                 Linda Chismar

Chairman Gitler opened the meeting to the public.

Joan McLoughlin, 539 Howard Avenue attended the meeting to request that the tree in front of her property be removed or she offered to pay for the removal. She indicated that her landscaper recommended that the tree be removed and the borough had shaved the tree 18 months ago. Mr. Bond will go out to look at the tree to make a determination on what needs to be done.

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

Mr. Gorman made a motion to approve the January 10, 2019 Shade Tree Meeting Minutes seconded by Mr. Gitler and carried by a unanimous vote of the Commission.

Mr. Gorman moved to acknowledge the January, 2019 Finance Report seconded by Mr. Bond and carried by a unanimous vote of the Commission.

#### Communications

242 B Street – Commission agreed to remove the evergreen at the corner of B and Maple Street and replant.

210 A Street – DPW removed the branch that was leaning on the power lines.

501 Decatur Avenue – Mr. Gitler will check the limbs that are leaning towards the house and uplifting driveway and curb.

1106 Dorn Avenue – Mr. Bond will check the tree in front of this property that is lifting sidewalk.

363 Lincoln Boulevard – DPW will handle the removal of limb on the wires.

220 Greene Avenue – Mr. Gorman will look at the tree that is dropping branches and seems to have a lot of dead wood.

539 Howard Avenue – This was discussed in Public portion.

#### Work Agenda

401 Fulton Street – Commission agreed with Predator’s assessment to remove this tree and replant.

9 Lauri Lane – Commission agreed to prune this tree.

145 Vogel Place – Chairman Bond agreed that the oak tree should be trimmed.

219 D Street – Not a borough tree.

#### Unfinished Business

Shade Tree Amendment – Enforcement – Commission was advised that this has been adopted and they can prepare the form to start enforcing this process.

Tag Trees & Get Address – Commission agreed that this must be done at all times.

Update on Tree Saplings from Hurricane Sandy Tree Campaign – The Commission was too late to get these trees.

#### New Business

Site Plan Approval – 7-11 – Commission reviewed the site plans and the only recommendation made to the engineer was that “Along Raritan Avenue the red oaks in the Plan would not be in a good environment to survive long term and recommended that they consider the honey locust or zelcova species.

Tree Management Plan Report – 2018 – This report has been submitted.

Status of the Liberty Elm Tree Planting for 2019 – The 10 trees that the borough will be receiving will be planted in September, 2019. Boltzer has submitted a quote for the planting.

Events for 2019 – Discussed below

Update on Budget – Commission was advised that the budget will be rolled back to 2017 numbers. Total budget at that time was \$25,000. The commission will address the need for additional funds to meet their requirements for both Tree Management Fund and Tree City USA at a future time.

Tree Giveaway Program – The Commission agreed that they would hold a Arbor Day Tree Giveaway in the Library on April 27<sup>th</sup> at 1 PM. They will order saplings (50) to provide for this education event and will incorporate books and brochures for this event.



Arbor Day Tree – The Commission agreed to plant a swamp white oak tree at the triangle at Cedar Avenue/Hooker/Drake for Arbor Day. In the fall they will add the third oak to this location.

Commission agreed to hold the April, 2019 Meeting on April 18, 2019 due to a conflict with the date.

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

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
APRIL 18, 2019 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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

April 18, 2019  
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 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 Regular Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on December 7, 2018.

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

Secretary                 Linda Chismar

Chairman Gitler opened the meeting to the public.

Nancy Markle, 305 Walnut Street (corner of B & Walnut) attended meeting to request that the tree be removed as she is replacing her driveway and the contractor feels that with the tree there it will raise her driveway. She also questioned if the tree could have the roots chopped so it would not lift the Belgian blocks or railroad ties. She is concerned that if the roots are chopped that the tree would be weak and fall. Chairman Bond will look at the tree to determine the health of the tree and supporting roots.

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

Mr. Johnson made a motion to approve the March 14, 2019 Shade Tree Meeting Minutes seconded by Mr. Gorman and carried by a unanimous vote of the Commission.

Mr. Bond moved to acknowledge the March, 2019 Finance Report seconded by Mr. Johnson and carried by a unanimous vote of the Commission.

#### Communications

305 Walnut Street – Mr. Bond will look at the tree in front of this property that resident requested be removed as she is redoing her driveway.

570 Ashland Road – Mr. Gorman will look at the tree in front of this property that resident feels is dead.

10 Oswego Road – Mr. Johnson will look at the tree in front of this property that resident requested be trimmed.

408 North Lincoln Avenue – Mr. Johnson will look at the tree on the side of the property

to see if it is dead.

### Work Agenda

539 Howard Avenue – Mr. Bond discussed this tree with resident at the meeting and they were advised to contact PSE&G because the tree was in the wires.  
**PSE&G Removed.**

501 Decatur Avenue – Mr. Gitler will check the limbs that are leaning towards the house and uplifting driveway and curb.

1106 Dorn Avenue – Commission determined that nothing was needed to be done to this tree at this time.

220 Greene Avenue – Commission determined that this large pin oak that is dropping branches have a dead wood prune.

### Unfinished Business

Arbor Day Celebration – This event is scheduled for April 27, 2019 and Chairman Bond will host a discussion at 12 PM to help residents gain an understanding of trees, discuss planting caring of trees and also explain the function so the Shade Tree Commission. The Commission will also distribute swamp white oaks and buttonbush shrubs to the first 50 residents attending.

### New Business

Arbor Day Proclamation – April 26, 2019 – A swamp White Oak will be planted at the triangle by OLMV. The Commission is considering adding another swamp White Oak and install a plaque to dedicate to Hank Bruno, who planted most of the Shade Trees in the Borough for over the last 40 years.

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

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
MAY 9, 2019 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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



May 9, 2019  
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 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 Regular Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on December 7, 2018.

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

Secretary                 Linda Chismar

Chairman Gitler opened the meeting to the public.

Doug Flannely, 605 Edgeworth Street attended meeting and reported that he has a problem with dying locusts of the end of Edgeworth St. and felt that they needed to be removed, but did not want the maple trees to be removed as they make a good buffer between his property and the senior building, as his property is the one closest to the parking lot. Also he has an issue with the plowing that gets done in the winter because they push the snow to the side of the road in front of his pine tree and the salt is killing the tree. His other concern is the tree leaning over the center of the back yard that he felt is dead.

Chairman Bond will go out to look at this property to see if the branch hanging over the center of the backyard behind his property is an emergency removal.

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

Mr. Bond made a motion to approve the April 9, 2019 Shade Tree Meeting Minutes seconded by Mr. Johnson and carried by a unanimous vote of the Commission.

Mr. Gitler moved to acknowledge the April, 2019 Finance Report seconded by Mr. Bond and carried by a unanimous vote of the Commission.

#### Communications

206 Maple Street - Mr. Bond will look at the ash tree in front of this property that resident feels is dying.

605 Edgeworth Ave. – Mr. Bond and Mr. Gitler will look at the tree at this location that was reported by Mr. Flannery as an emergency removal of an overhanging branch. **MR.**

## **GITLER DETERMINED REMOVAL WAS NEEDED AND TAPED OFF THREE LOCUSTS BEHIND 605 EDGORTH FOR ESTIMATES TO REMOVE.**

### Work Agenda

501 Decatur Ave. – Mr. Gitler will follow up on the limbs that are leaning towards this house that resident feels are uplifting the driveway and curb.

305 Walnut Street – Mr. Bond determined that this tree should be removed.

570 Ashland Road – Predator quoted \$350.00 for removal of this tree.

10 Oswego Road – Mr. Johnson reported that this is a healthy ash tree that needs to be elevated and thinned out.

408 North Lincoln Avenue – Mr. Johnson reported that the black locust tree on the side of the property needs to be removed.

### Follow Up

212 Lucia Street – Commission determined that nothing was needed on this tree.

520 Wellington Ave. – Commission determined that nothing was needed at this time.

311 E Street – Mr. Johnson will check the tree in front of this property.

507 Walnut Street – Mr. Johnson will check the tree in front of this property.

### Potential Locations to be Fined

800 Beechwood Avenue & 12 Woodrow Street – Commission discussed the next step that they would like to have done with these potential locations to be fined. The Commission felt that it was their job to institute the fines and follow through with the Code Enforcer, as these residents removed trees without the approval of the commission. The Commission requested that the Commission secretary inform the Code Enforcer that she look into these locations and only issue fines based on the previous ordinance that had been amended last year. Commission must discuss this matter further, as fines cannot be issued based on an old ordinance that has since been amended.

### Unfinished Business

Arbor Day Celebration – Chairman Bond reported that this event was held on April 27<sup>th</sup> and was successful in distributing the tree seedlings and informing residents to gain an understanding of trees, discuss planting and caring of trees and also explain the function of the Shade Tree Commission. Councilman Mikolajczyk commended Chairman Bond on the great job that he did with the presentation on behalf of the Shade Tree Commission.

### New Business

Planning for the Liberty Elm Delivery and Planting – Commission agreed that the

voucher for Boltzer Landscaping to plant the Liberty Elm Trees should be encumbered and the secretary should notify Boltzer that these plants be delivered to his facility, so that arrangements are made prior to the September delivery. Also, the Commission agreed that the location for the 10 Liberty Elms will be discussed at the June, 2019 Shade Tree Meeting.

Purchase of High Visibility Vests for Shade Tree Commissioners – Commission agreed to purchase 7 of these vests and have imprinted on them SHADE TREE COMMISSION. The DPW Superintendent had quoted a price of \$15 for each vest from the DMV and also include the cost of \$55 for all of the printing. Commissioners would like them all in sizes large, with 2 medium.

Chairman Bond reported that the library has purchased a 3D printer and will be charging for printing. They have agreed to donate proceeds from this printing to the Shade Tree Commission for trees. They anticipate the donation to be approximately \$100 per year.

Commission discussed the possibility of having the commission solicit for funds for free trees or donations of trees from residents/businesses. The secretary will request the opinion of the Borough Attorney to answer this question.

Commission discussed the fact that they do not allow residents to prune or remove shade trees and yet they allow residents upon request to prune roots if they have a raised sidewalk or a driveway issue. After discussion, they agreed that each issue should be reviewed individually.

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

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
JUNE 13, 2019 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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





June 13, 2019  
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 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 Regular Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on December 7, 2018.

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

Secretary                 Linda Chismar

Chairman Bond opened the meeting to the public.

Jeff Killian, 522 Fairview Avenue attended the meeting as a potential member of the commission.

Clare LeVourne, 809 Grandview Avenue attended the meeting to recommend locations at Parker School that were in need of Shade Trees and request that the commission consider these locations when doing their planting.

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

Mr. Gorman made a motion to approve the May 9, 2019 Shade Tree Meeting Minutes seconded by Mr. Johnson and carried by a unanimous vote of the Commission.

Mr. Gitler moved to acknowledge the May, 2019 Finance Report seconded by Mr. Gorman and carried by a unanimous vote of the Commission.

#### Communications

82 Louis Ave. – Mr. Gorman will look at the tree in front of this property that resident feels is dead.

316 Raphael Avenue – Commission feels that nothing is needed on this tree at this time. They will follow up on this tree in the fall.

116 First Street – Mr. Bond will look at the two dead trees on the Cap Lane side of this property.

345 Cook Avenue – Mr. Gitler will look at the two big trees on this property that resident

is requested be trimmed. – **VOUCHER DONE TO TRIM ASAP**

570 Ashland Road – A voucher has been prepared for this tree removal.

9 Marshall Place – Mr. Bond will look at this tree to see and confirm if it needs to be removed.

700 Beechwood Avenue – Mr. Bond reported that the trees on Salvatore side of property need to have 3 trees trimmed.

232 Giles Avenue – Mr. Johnson will look at the tree in front of this property that resident feels needs work

324 Fairview Avenue – Commission determined that the Norway Maple in front of this property should be pruned.

437 Runyon Avenue – Mr. Johnson will look at the trees in front of this property that resident is concerned might be dead.

30 Dayton Avenue – Commission reported that the tree in front of this property has died and needs to be replaced by Boltzer.

#### Work Agenda

501 Decatur Ave. – Commission agreed that nothing was needed on this property.

206 Maple Street – Mr. Bond will look at the ash tree in front of this property that resident feels is dying.

#### Follow Up

311 E Street – Commission agreed that nothing was needed to be done with tree.

507 Walnut Street – Mr. Johnson will check the tree in front of this property.

#### Potential Locations to be Fined

12 Woodrow Street – Mr. Bond left a flyer for the resident and informed them the Shade Tree Commission will be putting in two catalpa trees that they removed without consent of the Commission.

#### Unfinished Business

Arbor Day Celebration – Councilman Mikolajczyk reported in the “Community News” about this celebration and also informed residents that there would be fine if they cut, pruned, damaged or removed Borough Shade Trees.

Update on High Visibility Vests – Commission agreed to order 7 high visibility vests (5 Large and 2 X Large). The cost to purchase these vests is \$105.84 and an additional \$108.00 to have them screen printed.

Update on Soliciting for funds for free trees or donations – Borough Attorney stated in his

June 13, 2019 email that “From a pure solicitation standpoint, I do not believe there is any legal impediment to individual shade tree members reaching out to potential charitable donors for the purposes of obtaining donations for trees. So long as, in undertaking such a solicitation, no member violated the Local Government Ethics Law, he sees no problem. However, from a financial standpoint, he recommends also checking with the auditor. If funds are to be donated, the auditor would have the best advise on how to handle them.”

Potential Location to be fined – Commission discussed 700 Beechwood Ave. and indicated that the homeowner removed a shrub, not a shade tree, but that the other three trees would be pruned.

2019 Shade Tree Budget – Remaining Funds – Commission was advised that there is \$4200 remaining in the 2019 Temporary Budget.

Mr. Bond & Mr. Gitler will prepare an updated webpage for the Borough website for the September meeting. They will review other similar websites and would like to include new links to inform/direct the public with any tree/sidewalk questions that they may have.

#### New Business

Planning for the Liberty Elm Delivery and Planting – Commission agreed to the following planting locations for the Liberty Elm Trees:

Front of Library opposite the Borough Hall Exit Road – 1 Tree

Along Voorhees – Next to OLMV School – 3 Trees

Parker School Playground – 2 Trees

Corner of Union Ave. & Grant Ave. – 1 Tree

Replace the Dead Tree on Ambrose Ave. – 1 Tree

Front of Middlesex High School on Kennedy Drive – (Rt. Of 2 dead Ash) – 1 Tree

Front of Mauger School on the right of school sign – 1 Tree

Mr. Gitler will PIN these locations for Boltzer to plant. This will be done the first week of September.

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

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
SEPTEMBER 12, 2019 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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



September 5, 2019  
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 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 Special Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on August 1, 2019.

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

Secretary                 Linda Chismar

Chairman Bond opened the meeting to the public.

Mary Meldrim, 204 Fisher Avenue attended meeting and requested that the Shade Tree Commission look at the tree on the Cook Avenue side of her property that has a large dead branch that is hanging over her driveway. She requested that this branch be removed, (not the tree) as it is dangerous. Mr. Bond will look at this tree and advise of his determination.

Ken Anthony, 201 Greene Avenue attended the meeting to reported on 2 trees on the corner of Greene Ave. and Mohawk (Mohawk side) of his property. One of the oak trees is dead and is requesting it be removed as it is dropping branches and is a hazard. Mr. Bond reported that he and Mr. Gitler will look at this tree and if determined that it needs to be removed, would be replaced with a small specie tree.

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

Mr. Gitler made a motion to approve the June 13, 2019 Shade Tree Meeting Minutes seconded by Mr. Johnson and carried by a unanimous vote of the Commission.

Mr. Bond moved to acknowledge the June, July & August, 2019 Finance Report seconded by Mr. Gorman and carried by a unanimous vote of the Commission.

#### Communications

314 First Street – Mr. Bond looked at this tree located in front of 317 First Street and determined that nothing was needed to be done by the Shade Tree Commission.

34 C Street – Mr. Bond looked at the oak tree in front of the property and determined that it needed a 2” prune with a low priority.

238 D Street – Commission determined that the maple tree is dead and should be removed with a low priority.

204 Maple Street – Commission determined that the tree should be pruned – and the overextended branches should be reduced.

203 Stephenson Ave. – Commission determined that the tree branch should be cut back from the house and get a 2” pruning.

9 Marshall Place – Commission determined that this tree should be removed and received a quote of \$750.

203 Maple Street – Commission determined that the ash tree is dying and should be removed with a low priority.

339 Fairview Avenue – Mr. Gorman will look at the tree that resident is concerned is dropping branches and report back.

311 Lincoln Boulevard - Commission determined that they would table the tree in the middle of this property (potential dead) and look at it again in the Spring.

316 John Street – Commission determined that there is one dead maple tree to be removed with a low priority.

314 Second Street - Commission reported that nothing was needed to the tree in front of the property.

135 Stephenson Ave. – Commission agreed to elevate 20 feet the tree hanging over the driveway and 15 feet for the rest of the tree.

911 Dorn Ave. – Remove the large dead white pine on the Ambrose side of the property with a low priority.

176 First Street – Commission determined that nothing was needed on the trees that resident thought were dead.

424 Decatur Ave. – Commission determined that dead maple is a high priority for removal. The other maple is low priority pruning.

117 Coleman Street – The secretary will have DPW check to see if this dead tree is on the borough right of way and if it is a borough will have it slated for removal. This is a borough shade tree.

146 Mulberry St. – Mr. Bond recommended that the tree in front of this property should have a 2” prune and reduce the potential breakage.

112 Walnut Street – Commission determined that the dead maple should be removed with high priority. The commission recommended to plant 2 columner maples.

421 Seneca Ave. – Mr. Gitler will look at the tree in front of this property that resident feels is dead.

400 Second Street – Commission agreed that the tree in front of this house is a decayed maple which should be removed.

396 Seneca Ave. – Mr. Gitler will look at the potential dead tree on the Farragut St. side of the property.

312 Greene Avenue - Mr. Bond will look at the tree that resident feels may be dead.

1023 Beechwood Ave. – This tree is not a borough shade tree.

352 Drake Ave. – Commission determined that the tree in the back of house on the Cedar Ave. side that was slated for removal is a low priority.

441 Runyon Avenue – Commission determined that the dead ash should be removed and is a low priority.

100 Greenlawn Ave. – Mr. Johnson will look at the two trees on the left of this property (next to fire hydrant) and one tree on the right side of the road behind the guardrail on Oak Drive to determine if they should be pruned.

#### Work Agenda

82 Louis Ave. – Mr. Gorman reported that dead maple on the left side of the property be removed with a high priority. The Norway maple on the right side of the driveway needs a 2” prune and raise low branches with a low priority.

206 Maple Street – Mr. Bond requested that the DPW check to see if the ash tree in front of this property that resident feels is dying is a borough tree. This is not a borough shade tree.

116 First Street – Mr. Bond reported that the two trees on the Cap Lane side of property get a 2” dead wood prune and cut back anything breaking.

232 Giles Ave. – Commission determined that the red maple should be removed with a low priority. Also the 2 trees next to them need a 2” dead wood prune.

437 Runyon Ave. – Mr. Johnson reported that the tree in front of this property is a small Norway maple and priority removal. The DPW will remove. The other tree on this property needs a 2” dead wood prune and weight reduction of branches close to the house.

507 Walnut Street – Mr. Bond reported that this tree needs a 2” dead wood prune and lightly clear home/roof and clear services wires.

508 Walnut Street – Mr. Bond reported that this trees to have the service wires cleared.

#### Unfinished Business

2019 Shade Tree Budget – Remaining Funds – Commission was advised that there is

\$4200 remaining in the 2019 Temporary Budget.

2019 Tree Planting – Commission will look at their Financial Position at the October Meeting and determine if they will be planting any additional trees (which are required to meet Tree City USA) other than the Liberty Elm trees

Update Webpage – Mr. Bond sent links over to be added to the Shade Tree webpage.

#### New Business

Planning for the Liberty Elm Delivery and Planting – At this time delivery of the Liberty Elm trees is slated for September 26<sup>th</sup> with a planting date of September 27<sup>th</sup>. Mr. Gitler will contact Jeff Boltzer to be sure that he has all the correct locations. We are now planting 15 Liberty Elms, as we received 5 additional trees since the caliper of the trees only grew to 1 ½ inch that we are receiving. The secretary has encumbered the additional funds needed to have Boltzer plant these additional trees (\$675) along with the transit fees (\$900) that we must pay for the delivery of these trees. The carrier that is slated for delivery is Total Quality Logistics.

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

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
OCTOBER 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



October 10, 2019  
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 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 Special Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on December 7, 2018.

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

Secretary                 Linda Chismar

Chairman Bond opened the meeting to the public.

David & Pam Zayle, 206 Maple Street stated that his residence is on the old Pierce School property and his home was built in 1984. In 1988 all three trees that were planted by the developer died and Dave Ianniello, a Shade Tree member, stated that the Shade Tree was going to give Mr. Zayle a tree. He stated that the ash tree is now dead and he would like the borough to remove the tree. Mr. Bond stated that we have no record of the tree being planted by the Commission and if it was it should have been planted in the borough right of way, as the Commission only has jurisdiction over the right of way, and not private property. Mr. Bond stated that he was sorry that the Commission could not remove the tree, and that Mr. Zayle would be responsible for the removal of this tree, but the Commission would be glad to plant a shade tree on their right of way if they would like a replacement tree.

Councilman Mikolajczyk reiterated Mr. Bond’s opinion and stated that we would be breaking the law of the borough to remove this tree, since it is not on borough property.

Alvin David, 350 Drake Avenue indicated that the oak tree on his property is producing egg corns all over the driveway and is concerned with his children getting hit with the egg corns, the hassle of cleaning them up and accumulating on the driveway, his gutters getting cluttered and beating up his SUV. Commission will make an assessment of the tree to determine what should be done.

Eric Udsen, 201 Fairfield Avenue attended meeting and discussed the 3 shade trees on the Grandview Road side of his property. He would like the commissioners to look at these trees as he has had branches snap and crack and would like them assessed. Mr. Bond will go out to look at these trees.

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

Mr. Bond made a motion to approve the September 5, 2019 Shade Tree Meeting Minutes seconded by Mr. Gitler and carried by a unanimous vote of the Commission.

Mr. Bond moved to acknowledge the September, 2019 Finance Report seconded by Mr. Johnson and carried by a unanimous vote of the Commission.

### Communications

350 Drake Avenue – See public portion.

409 Fairview Avenue – Mr. Bond looked at this tree in question and determined that we should reduce the weight on the side of the tree towards the house and clear the wires.

303 Melrose Avenue - Commission determined that nothing was needed to be done to this large pin oak.

639 Cook Avenue – Mr. Gitler will look at this tree that is in front of property and resident feels needs to be trimmed as it is hanging over the lawn and above the car area.

521 Giles Avenue – Mr. Bond will look at this tree that resident indicated has a cracked tree branch.

320 Clinton Avenue – Resident requested that Shade Tree look at the oak tree in front of his property as limbs are falling. Mr. Johnson will look at this tree and report back.

544 Chestnut Street – Resident requested that her tree that was planted died and would like to have a replacement. Mr. Johnson will look at this tree to see why the tree died.

### Work Agenda

204 Fisher Ave. – Commission determined that the mulberry tree on the right of way requires that two branches over the driveway be removed and also that Predator clean broken branches.

201 Greene Avenue – Mr. Johnson reported that the ash tree needs to be removed and the pin oak needs a dead wood prune.

339 Fairview Avenue – Commission determined that the 2 pin oaks need a 2” prune.

325 Fairview Avenue – Commission determined that this tree needs a 2” prune.

421 Seneca Avenue – Mr. Gitler will look at the tree in front of this property that resident feels is dead.

396 Seneca Avenue – Commission determined that the tree on the Farragut Street side of the property should be removed.

312 Greene Avenue – Mr. Bond determined that this maple needs a 2” prune.

100 Greenlawn Avenue – Mr. Johnson reported that the 2 oaks along Oak Drive and corner of Greenlawn Avenue need a deadwood pruning and thinning of the canopies and also across the street is an ash and an oak that need to be removed.

#### Unfinished Business

2019 Shade Tree Budget & Tree Replacement Funds – Commission was advised by the Secretary that there is \$1700 remaining in the Tree Replacement Fund for planting and \$4591 left in the Shade Tree Budget as of today.

2019 Tree Planting – Commission discussed planting 11 trees and have Boltzer get mark outs for the 3 backup locations. This hopefully will give the commission leeway to meet their requirements for Tree City USA, and have more plantings then removals. To date we have already planted 16 trees for 2019.

Additional Locations to Plant – Commission discussed the locations above, some of which have been on the list to receive trees since 2018.

Update Webpage – Mr. Bond’s links have been added to the webpage, along with new information on the front page for the Shade Tree Commission regarding fines for removal of borough shade trees.

#### New Business

Update of Illegal Tree Removal – 145 Harris Ave. – Commission was informed that the resident at this located received a \$250 fine for removing the borough shade tree.

Update of Ordinance to Recoup Court Fines – Amendment – Mr. Bond made a motion to incorporate this amendment to the Tree Ordinance seconded by Mr. Gitler and carried by a unanimous vote of members present. This amendment provides that all fines that are received for cutting down borough shade trees be put in the Tree Replacement Fund, so that the Shade Tree can use these funds to replace borough trees.

PSE&G Notice of Upcoming Vegetation Management Work – Commission was informed of the locations of the work that is going to be done by PSE&G.

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

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
NOVEMBER 14, 2019 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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

November 14, 2019  
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 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 Special Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on December 7, 2018.

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

Secretary                 Linda Chismar

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

Mr. Johnson made a motion to approve the October 10, 2019 Shade Tree Meeting Minutes seconded by Mr. Gitler and carried by a unanimous vote of the Commission.

Mr. Bond moved to acknowledge the October, 2019 Finance Report seconded by Mr. Gorman and carried by a unanimous vote of the Commission.

#### Communications

5 Shearn Drive – Commission determined that this tree should get a 2” prune.

512 Fairview Avenue – Mr. Gorman will look at the tree in question and report back.

117 Fairfield - Commission determined that a 2” prune is needed on this tree.

808 Drake Avenue – Commission noted that this tree is located across the street from this property and this tree would need to have the 3 low branches get a 2” prune and clear the wires.

315 First Street - Mr. Bond will look at this tree that resident indicated has a cracked tree branch.

512 Drake Avenue – Commission would like to have a 2” prune done to this tree.

150 Farragut Ave. – Commission determined that this tree should get a 2” prune.

400 North Lincoln Boulevard – Commission would like a 2” prune done to this tree that is

located in front of the property.

121 Pond Avenue – Mr. Bond will look at the tree on the Runyon Avenue side of the property that resident reported needs to be trimmed and the low branch that is hanging across the back should be removed.

#### Work Agenda

421 Seneca Ave. – Commission determined that nothing was needed to be done to this tree.

350 Drake Avenue – This tree had an emergency removal of a hanging branch and Commission feels that the tree is healthy and nothing else was needed to be done to this tree at this time.

201 Fairfield Avenue – Mr. Johnson will look at the 3 trees on the Grandview Road side of this property to see what needs to be done to these trees.

639 Cook Avenue - Commission determined that nothing was needed to be done to the tree at this time.

521 Giles Avenue – Mr. Gitler reported that this tree needs a 2” safety prune and the cracked branch should be removed.

320 Clinton Avenue – Commission determined that a 2” prune be done to the pin oak.

544 Chestnut Avenue – DPW removed this tree and another tree will be replanted.

#### Unfinished Business

2019 Shade Tree Budget & Tree Replacement Funds (Remaining Funds) – Commission discussed the remaining funds left in the budget (approximately \$566.16) and the transfer of additional funds below.

Introduction/Adoption – Ordinance to Amend Tree Violation Fees & Dedicate to Tree Replacement Funds – Commission advised that this Ordinance will funnel violation fees that are collected to be put in the Tree Replacement Fund.

#### New Business

Change of December 12, 2019 Meeting Date – Commission will hold there December Meeting on December 5, 2019.

2019 Tree Planting Update – Fall planting is scheduled for next week. Boltzer Landscaping will be planting 11 trees.

Shade Tree Budget Transfer – Allocation of Additional Funds – Councilman Mikolajczyk reported that the Finance Committee will be transferring \$10,000 of additional funds to the Shade Tree Commission in the hopes of clearing all the outstanding work from 2019.

Tree Replacement – Resident’s Refusal – Commission decided that at this time they will not require residents to replace all trees that the Commission removes.

Commission requested that the DPW look at the trees hanging over the Lincoln Statue and see if they can prune. If not, contact Predator.

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

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
DECEMBER 5, 2019 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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

December 5, 2019  
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 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 Special Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on November 18, 2019.

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

Secretary                 Linda Chismar

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

Mr. Gorman made a motion to approve the November 14, 2019 Shade Tree Meeting Minutes seconded by Mr. Gitler and carried by a unanimous vote of the Commission.

Mr. Gorman moved to acknowledge the November, 2019 Finance Report seconded by Mr. Gitler and carried by a unanimous vote of the Commission.

#### Communications

56 George Avenue – Mr. Bond will look to evaluate the shade tree on this property to see if it should be removed or pruned.

437 Edgeworth Street – Mr. Gitler will look at this tree to see if needs to be removed.

#### Work Agenda

315 First Street – Commission determined that nothing was needed to be done to this tree at this time.

121 Pond Avenue – Commission recommended that the tree on the Runyon Avenue side of the property should have a 2” prune and the low branch that is hanging over the back of the property should be removed.

201 Fairfield Avenue – Commission agreed to remove the white pine and trim the long branch on the locust tree.

512 Fairview Avenue – Mr. Gorman looked at this tree and felt that the native red maple



on the left side of the driveway needs a 2" dead wood prune.

316 Raphael Ave. – Commission determined that nothing was needed on this tree.

### Unfinished Business

2019 Shade Tree Budget Transfer & Allocation of Funds – Council approved a transfer of \$10,000 to be given to the Shade Tree Commission at the November 26, 2019 Meeting. The Secretary submitted a Purchase Order in the amount of \$9975.00 to remove 22 items from the Outstanding Tree Work List.

Remaining Tree Work for 2020 – There will be approximately \$4300 of tree work remaining that will roll over to 2020 (without items from this meeting). These funds will come from the temporary budget in January.

### New Business

Preparation of the Tree Management Plan for 2019 – Commission will begin this process at the January meeting.

Salem Oak Tree Seedlings – Commission will look at getting these seedlings in the coming months. Anticipate distribution of the seedlings is some time prior to Arbor Day.

Mr. Bond recommended that the Secretary bring in the Tree Planting Proposal to the next Shade Tree Meeting to make adjustments for 2020. The commission spoke about including soliciting for smaller trees, (so that we can purchase more and which would allow for a stronger root system for the trees), and also to include some method of “deer protection”, possibly burlap so as to eliminate the trees dying from deer rubbing on the trees.

Mr. Gitler discussed notifying the Code Enforcer if any tree stumps on the borough right of way were located that were not approved to be removed by the Shade Tree Commission. Although the Commission may not know when they were exactly removed, they would like the Code Enforcer to take the necessary steps to see if they could proceed with penalties.

Mr. Bond requested that the Shade Tree Commission look at the Osterman Properties on Grandview to see if trees are being removed that are on the borough right of way.

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

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
JANAURY 9, 2020 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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