



HAWTHORNE

Shade Tree Commission

BOROUGH OF HAWTHORNE
MUNICIPAL BUILDING
445 LAFAYETTE AVENUE, HAWTHORNE, NEW JERSEY 07506
PHONE: 427-5555 EXT. 318

March 4, 2008 Meeting Notes

Attendance: Rick Hockenberry (RH), , Declan Madden (DM), Pieter Slump (PSL), & Philip Savoie (PS)

Absent: Patrick Allen (PA)-Borough Arborist, John Terry (JT), Joe Wojtecki (JW)- Council Liaison 07:30PM-10:00PM

Prior to opening meeting, resident David Kantor attended the meeting. He wanted to drop off a dry red oak sapling he had obtained from the Arbor Day Foundation for planting. He did not have a place to plant it and dropped it off to the Commission to find a home for it. The Commission thanked him for his donation and informed him a home would be found for the sapling. Mr. Kantor left at this time.

Motion to open meeting: PS 1st, RH 2nd, unanimous vote to approve.

1. Review & approve February 2008 meeting notes.

Motion to meeting notes: PSL 1st, RH 2nd, unanimous vote to approve.

2. Budget review.

A. 2008 Budget request submitted. Met with the Budget Committee on 2/7/08? After discussion, expecting approximately \$39,000 budget. Additional funds for Brookside Ave. not clear, discussion. Memo to Budget Committee members re: Brookside Ave.

Comment only.

B. ISA materials order proposal, approximately \$550.00. Discussion.

Discussion about contents of order. Concern was raised by Pieter if the brochures in this order would be ignored by the public when sent out or handed out. Additional question was raised about copying

these brochures when the supply runs out. Would copying them be a trademark or other infringement? Finally, a question was raised about where books or technical documents, such as the ANSI standards would be kept, as well as the books previously ordered for the CTE examinations, which are Borough reference materials. The question was raised to determine if the documents could be stored in one of the cabinets at Borough Hall. Phil to follow up on these questions for next meeting.

A motion was made to purchase materials from the International Society of Arboriculture (ISA) for Cel-Earth-Bratton & Arbor Day events; kids temporary tattoos & window clings for "Trees are good" campaign.

Motion to authorize purchase of materials: PS 1st, PSL 2nd, unanimous vote to approve.

C. Arbor Day Foundation membership renewal, \$15.00. Discussion.

Motion to authorize renewal of memberships: PS 1st, PSL 2nd, unanimous vote to approve.

D. Question on CORE training for Councilman Wojtecki. No registration materials ever received, the Councilman did not attend. Follow up and reimbursement?

Phil to follow up for Fall 2008 or canceling of purchase order.

E. 2/29/08 history. Discrepancies and questions/answers:

1. Northern Safety, PO#42820. Comment; Borough Safety Committee expenditure for all employees. *Mention only.*
2. Issue of Hazardous Tree training for other Borough employees and/or other expenses without notification or approval by Shade Tree Commission of spending the Shade Tree budget not yet addressed.

The Commission expressed concern about the spending of Shade Tree monies without any notification from Administration. With the return of the Arborist at some point and the questions surrounding his duties upon return, it was

recommended this issue be discussed with Administration with the purpose of fostering greater communication.

3. **Old Business items.**

A. Letters/request for removal/other, discussion & action:

1. 43 Kenwood Rd.-Cohen/Cuono settlement letter sent out. Removal performed. Follow on replacement assessment, payment due by February 2008. Checks received from court and turned in to Finance. Issue of checks going into Shade Tree account. Memo to Finance February 26, 2008, follow up on progress.

Mention only. Follow upon progress of money into the Shade Tree account or when the final Borough budget is approved.

2. 53 Rea Ave. Ext. No payment received yet for replacement assessment from court agreement. Phil called Cirino's attorney on Feb. 27, 2008 to ask about the status of the insurance company review. Attorney did not know but stated that he would find out and call back. No return call yet.

Mention only, Phil to follow up.

3. 85 Passaic Ave. What recommendation does the Commission wish to give to DPW regarding this sidewalk? Discussion.

The Commission discussed this matter after all Commissioners had been given an opportunity to look at the location after DPW (J. Scarmazzo & crew) had re-excavated the hole to be able to observe the roots. The Commission was united in its view that the roots should be disturbed as minimally as possible. Therefore, besides just using concrete, the Commission decided to investigate using a thin or low profile metal grate to cover the area. Pieter was charged with obtaining information on the types and costs of the grates by next meeting. The Commission will endeavor to render a decision at the April'08 meeting to resolve this issue.

4. Community pool tree removals. What does the Commission wish to do? Discussion.

After observing the two trees in question and their health, the Commission decided that these two trees could be removed during the upcoming pool improvement project, with the understanding that the Borough Administration would pay for two replacement trees for replanting. The Administration had also stated that the Commission could choose the species of the trees to be replanted.

5. 143 & 149 Westervelt Ave. Sidewalk / tree conflict. Declan & Phil visited at the request of Joe Scarmazzo. Phil has been in touch with the property owner at 149. Recommendation?

The initial recommendation, based upon visits to the site by Declan & Phil was to use sidewalk ramping techniques on the high side of each sidewalk. A plan to meet with Joe Scarmazzo and the homeowners to discuss this is planned for the near future.

B. Planting for Spring 2008. East Coast Landscaping has ordered trees for current planting request list. 23 trees to be planted. Updated planting list provided to company. Letter sent to prospective residents for planting locations. Negative responses must be received no later than March 16, 2008 if a planting is not wanted. Update.

Mention only.

C. Brookside Place replanting. 2008 budget requested extra money for completion of this project. Estimate \$8000.00 needed based upon current estimate. Request for estimates for project not yet generated. Follow up needed.

Phil to develop w/Pieter and follow up.

D. National Arbor Day Growth Award plaques. Build single display board to mount awards and new location. Update and estimates?

Pieter presented an estimate he had obtained for this project. The size of the proposed display board seemed too large. Pieter was asked to ask the craftsman to resize and re-estimate to display.

E. Monthly work reports and new field record form. Work order request issue and assignment tracking issue. How will the data be used and who will process it? Update, discussion.

Monthly work orders and production report being received so far. How the data will be processed has not been decided yet. Further deliberation is required.

F. Downes tree removals during February 2008. Administration has asked for an additional \$500. to remove the remaining trees. Discussion.

The discussion of this matter centered on several issues: The first is that this request and previous approved requests take money away from the Shade Tree budget for services the Arborist can generally perform. Additionally, a question of labor assignment fairness was brought up. In brief, when the Downes employee worked with the Borough employees, as many as three or four employees were assigned to work on removals with the contractor. The concern was and is that the Borough Arborist does not receive this type of assistance on a consistent basis when the arborist has been performing his duties, which makes performing the job assignments less predictable and accomplishable.

A motion was made to approve the request of Administration for additional monies to hire a Downes employee for additional work for one more day.

Motion to authorize purchase of Downes employee services for one additional day: PS 1st, 2nd-No seconding of the motion. Motion did not carry any further, no further action at this time.

4. New items

A. Enforcement cases ongoing:

1. 46 Rea Ave. (Woodfin) Summons issued. Court date was Feb. 14, 2008. Guilty plea and \$50.00 fine. No further action needed.

Mention only.

B. 2008 Event schedule. Volunteers, assignments.

1. Cel-Earth-Bratton April 2008, with Hawthorne Environmental Commission & Bd. Of Education. Saturday April 12, 2008. Planning continuing by Env. Commission. Event will be held at the High school.

Mention only.

2. Arbor Day April 2008. Pieter, update.

Meeting this upcoming Friday with Ambulance Corps representative and Downes representative. Pieter & Rick to attend and follow up.

3. Memorial Day Parade 2008? Planning Committee assignment?

Mention only.

D. Mill Loft Condominiums project on Westervelt Ave. Discussion.

Brief discussion, follow up work to be done on assessment for removal of Borough street trees and suggestions about alternative species to the proposed species on the landscape plans for the location.

E. PSE&G trimming issue for next year. Rea Ave. Ext. trimming-2 complaints and underwire tree cutting. Timely notification? Discussion.

Brief mention, no discussion.

F. Anything else?

Motion to close the meeting: 1st-PS, 2nd RH, unanimous vote to approve.