



HAWTHORNE

Shade Tree Commission

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

June 10, 2008 Meeting Notes

Attendance: Philip Savoie (PS), Rick Hockenberry (RH), John Terry (JT), ,
Joe Wojtecki (JW)-Council Liason, Declan Madden (DM), Patrick Allen
(PA)-Borough Arborist 07:30PM-10:30PM
Absent: Pieter Slump (PSS)

7:30 pm – Open meeting.

9:00 pm – Declan Madden (DM) arrived.

Open meeting 1st PS, 2nd RH, unanimous vote to approve opening of
meeting.

1. Review & approve May 2008 meeting notes.

*Motion to accept meeting notes, 1st PS, 2nd JT, unanimous vote to accept
May 2008 meeting notes.*

2. Budget review.

A. 2008 Budget. 2008 budget approved at May 7, 2008 council
meeting. *Mention only.*

B. East Coast Landscaping (ECLC) NOT paid as of 6/3/08 printout.
Contacted ECLC to determine if payment received, waiting for return
phone call.

*Mention only, call to ECLC determined bill was paid, out of last
year's budget.*

C. 6/3/08 history.

1.53 Rea Ave. Ext. Letter sent Certified/RRR to Mr. Cirino dated May 16, 2008. Letter explained replacement assessment invoice and issue of attorney's current status to Mr. Cirino. Letter was received May 20, 2008. Follow up needed in how long?

Wait to see if a response is made by Mr. Cirino by July 8, 2008 meeting. If no action, return matter to municipal court for action.

2. 43 Kenwood Rd.-Cohen/Cuono. Visited with Borough CFO Mary Jeanne Hewitt. Original checks deposited to wrong account. Print out now shows money transferred back into tree account.

Mention only

3. Additional money received into account for JIF reimbursement for the arborist's absence. \$6623.04, to be used for operations that the arborist would normally perform.

Suggestion was made to hire other laborers for leaf season to allow the arborist and another worker to continue regular arbor services and not cease the services during this time period. Money may have to be transferred to HDPW Road Dept. budget to hire others. Crane rental proposal also mentioned. Proposals should be discussed with CFO and/or Administration to determine if this use of the money is acceptable for the use of this money.

3. **Old Business items.**

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

1. 65 Pasadena Place. April 11, 2008 letter requesting removal of two trees at this location. Field work done, recommendation for response.

One tree was determined to belong to the Borough (maple tree in planter location, closer to driveway for property). The other

tree (a crimson king maple located to the right of the above tree) was determined to belong to the property owner.

Both trees appear to be in good shape, not hazardous. After reviewing the condition of the trees and the trees' ownership determination, a decision was made not to remove either tree. This decision was made because; 1. The first tree closer to the driveway is in good condition and the Commission will not remove healthy trees. 2. The second tree belongs to the property owner and the decision of removal would be up to the owner.

Motion to deny removal, 1st PS, 2nd JT, unanimous vote to deny removal requests. PS to write letter to property owner.

2. 100 Goffle Hill Rd. Request for hazard tree assessment by M.J. Hewitt. Landscaper demonstrated void in tree at base. Recommendation?

Arborist looked at tree and determined that this is a county tree, based upon the road it is located on, the county was contacted by DPW Supervisor J. Scarmazzo and the county has responded county will remove. Owner notified.

- B. Mill Loft Condominiums project on Westervelt Ave. Report to developer & Mayor / Council still to be written. Alternative species selection still needed, no clear choice made based on past discussion.

Two species of alternate trees were chosen to recommend for the site, based upon the site plan review that indicated a 5 foot wide planting space and the desire for a privacy hedge-like effect around the property. A letter to developer needs to be written with the recommendations as well discussing compliance with the current ordinance as the field review determined some of the trees on Westervelt Ave. belong to the Borough.

- C. Brookside Place replanting. Request for proposal to be generated now that April events are past. Document in draft.

Mention, draft to be generated by next week. Motion to add two additional trees to this planting proposal in response to two trees planted in the Fall 2007 planting that appear to be dying. Add to planting?

Motion to add two replacement trees for the property where the two trees are dying to the overall 2nd phase planting for Brookside Ave.. 1st PS, 2nd JT, unanimous to approve addition of two trees to the overall 2nd phase planting proposal.

D. Additional \$500. appropriated to remove the remaining trees on removal list completed.

Mention only.

E. Follow up with Administration about replacement plantings at pool. Species selection determined, due to lack of availability for initially chosen species. Also waiting for call from East Coast Landscaping to determine if their buyer can obtain species selected for the pool that other nurseries have not had.

Mention only.

F. Ordinance Committee. Sub-committee must start to meet to begin process with the Ordinance Committee and bring recommendations to the HSTC as well for approval. Background documents to be generated for Ordinance Committee and HSTC Commissioners. Still needs to be started.

Still to be done. Concern about neighbors trees to address hazardous situations in neighbors yards. Possible ordinance issue. Issue brought up to arborist by community member(s).

G. Van Winkle Ave, rebuilding project for 2008. Rebuilding is only to be done from Lafayette Ave, to the Rt. 208 overpass on Van Winkle Ave. E-mail sent to Borough Administration & Boswell. 2 trees (south side of street to be removed, 2 trees (north side of street) to remain. Recommendations made to protect two trees that will stay. No recommendations made for future planting spaces due to utility and space constraints review with the arborist.

Mention only.

4. New items

A. Enforcement cases ongoing:

1. 84 Buena Vista Ave. Sidewalk/tree conflict, some roots cut.
Discussion.

Investigation by PA. Action? Warning letter to property owner & contractor. Motion to approve warning letter to both parties, 1st PS, 2nd JT, unanimous to approve warning to both the property owner & contractor.

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

1. Letter dated 5/19/08 for 151 First Ave. Request for removal.
Inspection and response needed. Recommendations for response.

Bucket inspection & other inspection to be performed by arborist. With inspection information consider property owner's replacement offer when making final decision, to replace tree would use shade tree contractor and would have to pay what the contractor would charge (possibly \$400.00). Write letter to resident, work order in system.

C. Planting plans for Fall '08. Planting location list being updated from Spring'08 planting. What does the Commission wish to do for planting services?

Decision to use outside contractors, write bid and start to send out request to services and materials.

D. Records and call in issue discussion. Meeting with Administration on 6/11/08 on this issue.

PA brought up issue of PS talking to Administration without prior discussion with Commission members regarding various Commission matters, in this case the arborist's duties and the continued problems of calls being received in a timely manner from the Hotline. PS responded that this matter had been briefly discussed at the May 2008 meeting (also noted in the meeting notes) with the Commissioners present, but no

resolution had been determined for this issue. PS went on to say that he had discussed some alternatives with Administration to try to start to resolve these matters and that as the Chairman he believed he was allowed to at least have preliminary conversations with the Administration to determine which ideas might work and which might not work. Additionally that in general he has shared all issues regarding Commission business with the Commission members and the arborist. A discussion of the issues regarding the arborist's duties should have been discussed within commission and then with administration was reiterated by PA.. PA also asked the Council Liaison's opinion if the HSTC Chairman was within his rights to speak with administration without direct permission from the Commission on subjects related to Commission matters. The Council Liaison stated he believed that the Chairman was within his rights to do this as the leader of the organization. PS also responded that these issues have been shared with all parties as have all other issues regarding the Shade Tree Program. PA expressed concern on part of arborist about expanded work load considerations as well as the issue of work assignments not being carried out by assigned Borough personnel. A general statement was made by the other Commissioners to have better communication within the Commission regarding discussions w/administration prior to meeting with administration to prevent future misunderstandings or disagreements on Shade Tree matters.

PS to attend meeting w/PA on 6/11/08 with administration to discuss and try to resolve Shade Tree program work task issues.

E. Small tree pruning training? Small tree pruning activities with Borough residents to properly prune and mulch trees?

Brief discussion, Commission members not receptive to issue. No further discussion at this time.

F. Anything else?

- 1. PSEG Bob Haglund, in touch with PA for corrective pruning & will also contact PA about replacement planting on Wagaraw Rd.*
- 2. 4 Washington Ave. improper tree species (Bradford & Cleveland pear trees, four total), unauthorized planting issue. What does the*

Commission want to do? Channel 77 message. Talk to resident. Consistency issue in reference to the published ordinance, see Chapter 174-2.A.2.

Action? Motion to write letter to property owner to remove or transplant trees out of the Right-of-Way. Borough will offer to plant trees of appropriate species at no cost to resident. Or permit to replant other species with approval from HSTC. Refer to ordinance. Also mention issue of species problem. 1st DM, 2nd JT, unanimous vote to approve.

- 3. Question about removal for 44 Parmalee Ave. 44 Parmalee Ave. on removal list.*
- 4. E-mail regarding planting request for 155 Parmalee Ave. Will reassess planting location and respond to resident's request, also check prior planting activities.*
- 5. E-mail regarding 146 10th Ave. , PSE&G removal in 2007 . Resident has requested to speak with someone from the Commission or the Arborist. PA to talk to resident 146 10th Ave.*

Motion to close meeting (10:30pm).

1st PS, 2nd JT, unanimous vote to close meeting.