

3009



HAWTHORNE

Shade Tree Commission

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

September 11, 2007 Meeting Notes

Attendance: Rick Hockenberry (RH), Shirley Shortway-English (SSE)-
council Liaison, John Terry (JT), Declan Madden (DM), Patrick Allen (PA)-
Boro Arborist & Philip Savoie (PS)

Absent: Pieter Slump (PSL)

07:30PM-10:00PM

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

1. Review & approve August 2007 meeting notes.

*Motion to approve August 2007 meeting notes: PS 1st, RH 2nd, unanimous
vote to approve.*

2. Budget review.

A. Current line item history. Stump grinder repairs discussion.

*Discussion of stump grinder breaking twice this year and the cost of
repairs. Concern was also expressed regarding the use of the
equipment by inexperienced operators, being both dangerous to the
employees, public and possibly contributing to the additional repairs.
The grinder is currently at Downes Tree Service for repairs and
preliminary estimates were for another \$2500.00 in repairs. Concern
was also expressed about new tires purchased for the chipper without
any notification to the Commission about this purchase,
approximately \$1000.00. The bill was not on the print out for this
most recent budget printout. Questions on five or six items were
brought up for possible follow up and investigation.*

B. Motions for budget expenditures:

1. Shade Tree Federation Meeting 2007. See below.

This item voted upon last meeting. Sign up needed for planning: JT, PA, DM & PS interested in attending. PA completed and passed Certified Tree Expert Exam. Will receive honor and recognition/Certification at dinner at Federation meeting.

2. Planting for Fall '07 & Spring'08. See below.

Discussed in Item 3.A. below.

3. **Old Business items.**

A. Fall '07 planting-Brookside Ave. & other Borough locations list. Spring'08 planning estimate?. Encumbrance of money to whom and how much? Need to resolve by next meeting. Brookside Avenue project to be completed. Motion to appropriate monies?

Much discussion was had over this issue. Estimate for planting obtained by DM from East Coast Landscape Contractors for planting in Fall'07 or Spring'08. Concern was also expressed by PA about using monies from budget for planting Brookside Avenue when the money was supposed to come from the state grant for rebuilding the road. PS was concerned about not replanting since the HSTC had been asked to write a letter explaining how the removals and replanting would occur. Also, that the HSTC knew the grant could not cover all of the replanting and that HSTC might have add monies for the replanting. PS was also concerned that HSTC would not look credible if it failed to replant the street fairly quickly. DM brought up the point that HSTC had never officially voted to fund this specific replanting. Therefore, the planting issue and monies expenditure was resolved as such:

1. Brookside Ave. replanting should be partially done with whatever grant monies are left over at this time. Possible additional planting might be done, depending on what other sites in the Borough are requesting planting for the Fall'07 planting. The Council should also be approached for additional monies to replant the street in 2008 as the HSTC was originally told this project would be broken into a two year project with additional funds for trees over the two years.

2. \$5000.00 should be appropriated to either Downes Tree Service or East Coast for Fall'07 planting, depending on cost to plant each tree.

3. \$5000.00 should be appropriated to to either Downes Tree Service or East Coast for Spring'08 planting, depending on cost to plant each tree.

Follow up on a price from Downes Tree Service will be to be pursued to make the final decision.

Motion to approve the expenditure of \$10,000; \$5000.00 for Fall'07 planting & \$5000.00 for Spring'08 planting to either Downes Tree Service or East Coast Landscaping: RH 1st, DM 2nd, unanimous vote to approve. Money for Spring'08 planting will need either a purchase order or encumbrance.

B. Follow up letter for planting? Pieter.

Pieter not at meeting. Status unknown.

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

1. 196 Mountain Ave., Pollack, Letter still to be written, denied as of last meeting.

Noted, to be done.

2. Lafayette Ave. Ext. Rick, any progress on replacement plantings for removed trees?

A lien on the property was pursued by Borough Code Enforcement officer D. Turner due to the lack of action by the owner and that the house is for sale.

D. HSTC Ordinance committee. No action yet.

No action at this time.

E. Wagaraw Road. **Follow up:** Waiting on signed copy from Administration for Shade Tree Files. Time frame for follow up?

Patrick will follow up on the additional trimming & planting. Trimming to be done in the Fall'07. Planting time frame unknown.

F. Phone hotline issue. Calendar 2008 issue. New message for bulletin board needed-subject? Updates from Shirley, Phil, Pieter.

Hotline issue & McPhail comments at the Council meeting. Shirley spoke with Eric about this. Eric to follow up with Ron T. More follow up needed, on going problem.

Phil following up on calendar and one phone# issue. Calendar update needed in October'07 to make Community Calendar'08. Submit to Mary Ellen Lyons.

4. New items

A. Patrick's work status and work responsibilities? DPW replacement update?

Patrick has been released to work, however with a light weight (50 lb. lifting) restriction and further follow up and evaluation. Unclear at this time why Patrick has not been released from the night shift back to normal duties. Shirley did not know either. Situation to be re-evaluated on 9/14/07 by workman's comp physician as per memo 9/7/07 from Ron T.

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

1. 155 Pasadena Place –Trucil, Tree dropped limb on car, owner requested insurance claim. Denied by JIF based upon Borough's status with State of NJ Shade Tree Program. Went to Mayor and asked about removal of large branch overhanging house and angry about slow response from Shade Tree. Patrick asked to investigate. Report? Response letter will be needed.

Patrick met with the Trucils, performed assessment and wrote up assessment. Copy received at meeting. No letter required at this time.

2. 89 8th Ave.- Dusenberry letter. Allegation of non-inspection and statement of suit against Borough for damage. . Patrick asked to investigate. Report? Response letter will be needed.

Patrick performed assessment and wrote up report. Copy received at meeting. Letter to be written.

C. Enforcement cases that need to be addressed:

1. Kenwood Rd. & Woodside Ave. 1st tree tree buried in deep soil and 2nd tree illegally trimmed. Case update.

JT & DM drove by to observe. To be followed up with Patrick.

2. 112 Genevieve Ave. Sidewalk replacement w/root cut. Phil investigated and to handle. Case update.

Phil went to court on 9/6/07. Case put off until 10/18/07. Contractor to work out issues with HSTC, to remove sidewalk for arborist to observe extent of damage to determine if tree has become a hazardous tree. Then resolve in court.

D. Shade Tree Federation Meeting 2007. Who is going? Motion to appropriate funds.

JT, PA, DM & PS interested in attending. Begin preparing paperwork.

E. Delegation of enforcement responsibility to Patrick to speed up enforcement actions and solutions to problems or violations. Discussion. Motion to approve.

A motion was made to give Patrick enforcement authority to perform investigations and sign violations for shade tree ordinance violations under Borough ordinance Chapter 174(Shade Trees) pending legal review by the Borough Attorney. A review by PS of the ordinances governing Shade Trees (54 & 174) does not appear to prevent this. In the absence of updating the current ordinance, until the Borough Ordinance Committee schedules the update of this ordinance on the schedule, the Commission will grant enforcement powers to the Arborist to more efficiently carry this part of the Shade Tree Program.

Motion made to grant the Borough Arborist this authority based upon the above conditions or until revoked by the Commission: PS 1st, RH 2nd, unanimous vote to approve.

F. Monthly reports and obligations for state reports. Data base and street inventory issues.

To be developed, more follow up needed.

G.New CSIP grant announcement. Current approval status issue in letter from state.

Commission notified of status letter from state and possible grant opportunity in Fall'07 from State. Commission interested in pursuing grant. Call about status of Borough in letter.

H. Policy change in DPW regarding the borrowing of Shade Tree tools for personal use? Discussion with Administration and DPW? Consistency in borrowing policy with other DPW departments?

Shirley & Phil to follow up with Administration & DPW. Commission would like to end this internal DPW policy.