

**Morristown Shade Tree Commission (STC27) Meeting Minutes
Bi-Monthly Meeting**

July 8th, 2014

7:00 pm meeting, Room 201

Morristown Town Hall

Members present:

Tina Wahlstrom, Chair

Chantal Diedrich, Secretary

Anne Bertucci

Kristin Ace

Michael Rockland

Louise Witt

Members absent: Joe Torres, Karl Roettger

Guests: Richard Wolowicz

I. Roll call

II. Statement of Compliance with NJ Open Public Meetings Act (Sunshine Law) made by Tina at 7:04.

III. Adoption of an ISA (International Society of Arboriculture) Risk

Assessment form: Rich looked over the document, and he thought it was a good assessment tool. www.isa-arbor.com/.../isabasicriskassessmentform_instructions.pdf

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ACTION: STC should each review form, to vote for adoption at next meeting.

IV. July 15th Council meeting. Tina, Kristin and Chantal will attend the public hearing session to make an announcement about the Emerald Ash Borer and inform the public. The council meeting starts at 7:30.

V. Chair and Secretary: Ann motioned to have Tina and Chantal repeat their assignments until next April (which is the 2nd anniversary of STC). Kristin seconded motion. All voted yes.

VI. Fall Planting: STC members will each walk a ward and make note of where trees are needed. These are the assignments: Tina and Krisitn - Ward 1.

Louise and Joe - Ward 2. Chantal and Karl - Ward 3. Ann and Michael - Ward

4. Parameters of project: In your ward, mark spots for fall planting (aim for 25 trees on major roads for each ward) by August 1st. Rich needs a list with house addresses. Next, mark any additional spots that are in need of a street tree for our spring planting (2015). Each member received a large

Morristown map for ease in record keeping. **ACTION:** Each STC member will have report by August 1st to Rich Wolowicz.

- VII. Communication Plan:** Kristin wrote a piece to communicate to town residents about the fall planting. Any address that we choose for fall planting will receive this flyer before the planting. We will either mail the flyer, or tuck them into the doors of the addresses receiving a tree. We discussed changes to the document. **ACTION:** Kristin will resend document for approval at next meeting, then get it printed.
- VIII. Priorities for this year:** The STC has formed two committees to work on procedures and awareness. There is an education awareness committee, and a protocol committee. Tina, Joe, Chantal and Louise: Awareness Campaign (such as best mulching practices, weed whacker procedures near trees etc.). Kristin, Karl, Michael, Ann: Protocols for our town (such as sidewalk repairs, parking lot enhancement etc.).
- IX. Town Tree Inventory:** Rich chose one street, printed the current inventory, then found that the street wasn't on town's inventory. On the next street he chose, the house numbers didn't match up. He discussed using a different data gathering tool, but Tina reported that the town is working on a comprehensive map of the whole town, and our tree inventory will lay over this map. We must stick with itree, though it may be frustratingly slow.
- X. Eligibility for Grants:** Rich stated CSIP grants (Community Stewardship Incentive Programs) have not released any funds to fund grants recently. **ACTION:** Tina will email Michael Rogers and ask where the town is on the grant writing support that the mayor mentioned this spring.
- XI. 1 Tiffany Road:** Deb Regan, the homeowner, had a town tree blow down during the last hurricane, and she wants permission to plant her own tree in the town right of way. She gave a few examples of trees- October Glory or Cleveland Pear. **ACTION:** Tina will ask Michael Rogers if we need to get a waiver for her to sign so that she can plant her own tree. We will tell her that we could put her on the list for a fall planting, but Rich stated that she wants a bigger caliper than the town would plant, and is anxious to get one planted. Rich has seen this happen in other towns with a simple form to fill out.
- XII. ACTIONS:** We repeated all ACTIONS so that we are all clear on what our actions are for the coming weeks.
- XIII. Meeting adjourned at 8:22.**