

THE HOBOKEN SHADE TREE COMMISSION

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DAWN ZIMMER
Mayor



Diana Davis, Chairwoman
Peter Bakarich, III, Commissioner
Matt Condon, Commissioner
Peter Cossio, Commissioner
Amy Sommer, Commissioner

Minutes of the April 11, 2016 Shade Tree Commission Meeting

The meeting was called to order at 7:03p.m.

The Open Public Meeting Act statement was read by the Commission Secretary.

ROLL CALL:

<u>BOARD MEMBERS</u>	
Commissioner Peter Bakarich	✓ (Left at 7:24pm)
Commissioner Matt Condon	✓
Commissioner Peter Cossio	Arrived after roll call
Commissioner Amy Sommer	✓
Chairwoman Diana Davis	✓

Also Present: Ken Misbrenner, friend of Matt Condon, a landscape architect and arborist considering joining the Commission. Christopher Brown, Designee for Environmental Services; and Daisy Amado, secretary for the commission.

AGENDA

The Agenda was taken out of order, per the Chairwoman, as Commissioner Bakarich was required to leave the meeting early.

1. April 9th Stevens Volunteer Event

Commissioner Bakarich advised event was cancelled on April 9th due to weather and has been rescheduled for Saturday, April 16th from 10am to noon. Assistance is required from an employee of Director Pellegrini's office to pick up items on Friday and drive for approximately two hours on Saturday and drop tools off, etc. Chris Brown will follow-up with Director Pellegrini and David Calamoneri on same. Chairwoman asked that photographs be taken of event.

2. Chair's Report

- Chairwoman advised Financial Disclosure Statements must be filled out by April 30th. Contact Diane Lanza of the Clerk's office with any questions.
- Commissioner Condon will be making a presentation entitled: *Supporting Hoboken's Sensitive Urban Canopy* to the Hoboken Garden Club at 7pm on April 19th at the Hoboken Museum.

- Chairwoman met with grant writer in connection to CSIP grant and we received letters of support from Eleventh Street Association. Ken Misbrenner is on the grant as our Arborist. Chair attended event on Sunday at Eleventh Street Association and all were excited and very gracious.
- CSIP grant submitted on Friday, due this Wednesday. We have ten trees on there for removal.
- Chair receiving calls/emails from people who signed up for trees, she will forward to Commissioner Condon for site inspections. We should be done with all inspections by this Friday. Chairwoman informed another Bid needs to be sent out as Director Pellegrini Bid for too many trees (75). Chris Brown advised Director Pellegrini wants to talk with Commissioner Condon about number of trees. Per Commissioner Condon, he will have number of trees by Friday. Chair mentioned there should be no more than 55 trees.
- Chris Brown asked, per Director Pellegrini, if Commission would rather do just one tree planting session this year and Chairwoman said she rather have one in the Spring and then another in the Fall. Commissioner Condon mentioned we should stay within the 35 tree range and we should re-populate another tree list in the Fall.
- Commissioner Cossio mentioned how every year the Mayor sends out a newsletter and we should have a blurb in there which mentions how residents may sign up for a tree.
- Chairwoman advised that she met with Ann Holtzman and Pat Carcone on April 6th and together are working on developing a system for reviewing plans, etc. Also, discussed back-yard trees being chopped down. Lengthy discussion ensued amongst the commission on Zoning Ordinances and footage on lot coverage (pictures circulated), etc.
- Chair advised that at the end of an applicant's building plans, the Zoning Officer is suggesting someone from the Commission go with her during final inspection to make sure our recommendations have been followed. Commissioner Cossio volunteered.
- Discussion about eight trees on block. Chairwoman mentioned someone can plant trees and give a donation and the Commission decides on trees. Ann Holtzman agreed to this as long as Commission has an account. This item is still being written up/working on it.

3. Approval of the minutes of the March 14, 2016 meeting

Commissioner	Motion	Second	Yes	No	Abstain	No Vote
Commissioner Bakarich						✓
Commissioner Condon	✓		✓			
Commissioner Cossio		✓	✓			
Commissioner Sommer			✓			
Chairwoman Davis			✓			

4. Spring Tree Planting Program

Chris Brown asked who will be communicating with owners in connection to maintenance of trees. Commissioner Condon advised that info is all on consent forms. Chair stated that there needs to be a continuous follow-up with persons getting trees and we should send something out at the end with basic instructions about the care and maintenance for first two years; we will be emailing periodic updates/reminders. Discussion ensued among the commission regarding gator bags as Commissioner Cossio mentioned gator bags are to be filled half way, drop, shake, then it opens up.

5. Monitoring Care of Trees planted for residents and by developers

Discussion occurred among the commission in connection to needing a bigger budget, etc.

6. Re-visit problems with “Topping” Trees

Chairwoman spoke to our attorney and sent him copy of our permit form. Attorney will write something up to include a photo with incorrect way of topping trees. Someone from the commission should show up the first few times then word will get around and people will cease from topping trees incorrectly. Commissioner Condon discussed that if the commission's guidelines are not being followed, fines should be given. Discussion among commission as to pruning guide, etc. Ken to provide Chairwoman with guide. We should include a reason for pruning a tree on our form.

7. Applications for review and recommendations:

I. 100-108 Paterson Avenue

This is a county road therefore we are not reviewing this application.

II. 726-732 Grand Street

Plans dated November 13, 2015 were reviewed and the following recommendations were made by Commissioner Sommer and discussed with the Commission:

-Proposed tree pits shown as 3'x3' which is smaller than minimum 3'x5'. Larger pits required, 4'x8' pits recommended.

-Proposed tree guards are fine.

-All three sidewalks have overhead wires. Proposed sidewalk species, Japanese Tree Lilac, is a smaller tree and thus acceptable for this condition.

-Install with (2) stakes and mulch as per HSTC standard detail.

No official vote taken.

III. 113-117 Monroe Street

Plans dated January 12, 2016 were reviewed and the following recommendations were made by Commissioner Sommer and discussed with the Commission:

-Proposed tree pits shown as 3'x5' which is the minimum. Larger pits recommended given the wide sidewalk, 4'x8' minimum size pits, 5'x10' pits recommended.

-Proposed tree species Zelkova is acceptable given that there are no overhead wires.

-Install with (2) stakes and mulch as per HSTC standard detail. No guy wires as they are a tripping hazard.

No official vote taken.

Chairwoman asked Commissioner Condon if he ever retrieved tags from David Calamoneri.

8. Public Comments

No members of the public appeared before the commission.

9. New Business

Arts and Music Festival will be on Sunday, May 1st. The Shade Tree Commission will be sharing a booth with the Historic Preservation and the location will be assigned by Geri Fallo of Cultural Affairs. Commissioner Sommer volunteered to attend. Chair will send an email to all for volunteers. Discussion as to having t-shirts made up for Arts & Music Festival and possibly a Shade Tree shopping bag. Commissioner Condon will revisit logos.

Arbor Day on April 29th– some trees in front of Wallace School and Brant School. Mayor will be there as well as press and the Girls Scouts and Boy Scouts have been invited. Twelve trees total, six per school. Ken will take a look at Garden and Park.

Motion to adjourn the meeting.

Commissioner	Motion	Second	Yes	No	Abstain	No Vote
Commissioner Bakarich						✓
Commissioner Condon	✓		✓			
Commissioner Cossio		✓	✓			
Commissioner Sommer			✓			
Chairwoman Davis			✓			

Meeting concluded at 8:22 pm.