

THE HOBOKEN SHADE TREE COMMISSION

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DAWN ZIMMER
Mayor



James J. Tricarico, Chairman
Peter Bakarich, III, Commissioner
Matt Condon, Commissioner
Peter Cossio, Commissioner
Diana Davis, Commissioner
Amy Sommer, 1st Alternate

Minutes of the August 10, 2015 Shade Tree Commission Meeting

The meeting commenced at 7:09 p.m.

ROLL CALL:

Chairman called out names of those present.

<u>BOARD MEMBERS</u>	
Chairman James Tricarico	✓
Commissioner Peter Bakarich	✓
Commissioner Matt Condon	Absent
Commissioner Peter Cossio	✓
Commissioner Diana Davis	✓
1 st Alternate, Amy Sommer	✓

Also Present: Christopher Brown, Designee for Environmental Services; Steve Fahmie, Volunteer; and Daisy Amado, secretary.

APPROVAL OF MINUTES for the May 11 and June 8, 2015 meetings postponed to the September meeting as no formal action may be taken at this meeting due to agenda not being published within 48 hours prior to the meeting.

AGENDA:

1. Barbato Contract – Chairman advised the board that the City has made an agreement with Barbato and he will take out and fix trees that died. He is the chosen vendor to fix what they started. Discussion ensued among the board as to why we could not just fire this vendor. Board has the following questions:

- Does new agreement include opening/enlarging tree pits as specified in RFP;
- Will there be supervision/project manager to oversee re-work performed by Barbato; and
- Will Barbato correct mistakes in tree plantings? Board will send final list to Director Pellegrini as the list Barbato had has changed.

Chairman advised the board that Director Pellegrini emailed the final agreement with Barbato, should anyone want to review it.

2. Resident Tree Program/Citizen Outreach and Operational Matters

Discussion about inspecting sites for Fall planting. Commissioners Peter Cossio, Peter Bakarich and Amy Sommer volunteered. Steve Fahmie emailed list prior to tonight's meeting. Steve will also send email with link for specs. PSE&G should not cover up marked sites. Discussion on mark out detailing. Steve has an online form he will send to the board. Commissioner Cossio will buy orange paint. Director Pellegrini wants a clear list by September, board agreed to have list by next meeting on September 14th. Chairman advised the board that PSE&G conducts an all points meeting on Thursdays in City Hall, if the Commission has anything they want to discuss or go over with them.

3. Pruning Schedule

Steve Fahmie advised he sent an email to, but has not received a response from, Paul Cowie. Steve asked for suggestions from Commission on finding the right person. Discussion about money dedicated to this and/or established billing rate. Steve looking for people Commissioners can recommend.

4. New Jersey Shade Tree Federation Conference, October 23-24, 2015

Chairman discussed that we need at least two or three commissioners and one person from the City to attend this conference. The City will pay for training/hotel and meals are covered when you sign up. It is important that we have attendees to maintain liability insurance. Chairman further stated it is on a Friday and Saturday and you may go for one day and if you are interested you should go on the NJ Shade Tree website for details. Commissioners Cossio and Davis indicated they may go possibly on Saturday. Commissioner Sommer stated she would attend.

5. Tree Planting for next year

Chris Brown showed the Commission the City's resolution awarding a contract to Lou's Landscaping and Design, Inc. for the provisions of 2015 (Fall) street tree planting and well enlargement project in accordance with the City's bid number 15-21 in the total not to exceed amount of \$45,575.00. Commissioners reviewed resolution.

6. Washington Street Project

Chris Brown shared with the board the City's resolution awarding a contract to Pat Scanlan Landscaping, Inc. for the provision of Washington Street tree planting and beautification project in accordance with the City's bid number 15-20 in the total not to exceed amount of \$69,290.00. Commissioners reviewed resolution. Discussion about public contract law and picking lowest bidder, etc. General bid included stump removal. Question from Commission: does Fall tree planting include removing dead trees not planted by Barbato.

7. Grant 1 – CSIP Grant Hazardous Tree Pruning

Chairman stated we have been removing trees with the money and that the first eleven trees on the list were removed from the TD Bank grant. Commissioner Davis mentioned dead tree needs to be removed at 731 Park; she will confirm the address tonight for the Chairman to add to the list. Chairman asked if anyone wants to create a list of dead trees for removal. Steve Fahmie has a form he will email to board. Commissioner Davis stated she would create a list for her ward.

8. Multi-Service Center Trees

Board discussion on where the money is coming from. Chris Brown advised that there is a Multi-Service Center sidewalk project and Director Pellegrini has a few open space funds, etc.

9. **Grant 2 – State Grant to cover Paul Cowie’s Cost of CFMP**

Chairman gave Commissioner Davis document with check numbers/dates/amounts. Commissioner Davis advised she spoke with someone in Trenton who said Shade Tree Commission filled out application in 2013 but the application was never sent to Trenton and no work should have been done until the application/grant was approved. We have to see what volunteer time we have to give back to them. Time is from October 24 until the end of November 2014. Chairman stated he will give a list of 2014 volunteer hours to Commissioner Davis. Chris Brown asked if Commissioner Davis can email him the application form and he will check with Chris Sprague as far as what happened to 2013 application.

10. **Grace Church**

Commission not doing anything directly in connection to this.

11. **Rebuild by Design**

Chris Brown advised that we need a Hoboken resident to sit on Citizens Advisory Committee who would be a representative from the Shade Tree Commission. Commission wants to know what exactly the commitment is. Chris Brown will obtain all the details and email the Commissioners.

NEW BUSINESS:

- Chairman gave Chris Brown an invoice for tree in front of TD Bank, 47 Newark Street.
- Carrie Sergeant from the State wants to come in and review all work we are doing, perform an audit, and needs someone from Commission to meet her. Chairman gave paperwork to Commissioner Davis.
- Chairman discussed the American Forest 2014 online application and stated that perhaps the City needs to do this directly. He will email to Director Pellegrini and Chris Sprague to handle – time sensitive as it is due by August 21st.
- Commissioner Cossio asked where we are with money; who runs our budget; Commission should have and see accounting. Chairman showed reserve account information and advised he can run updated sheet for next meeting.
- Commissioner Davis discussed the upcoming Arts & Music Festival on September 27th from 11am to 6pm. She stated we did not have a booth in the Spring and we need a booth for the Fall as this is extremely important for our commitment to the State. Board discussion about needing a good position between First and Second Streets. Chairman will fill out the application for the booth with Geri Fallo of Cultural Affairs. Commissioner Davis will distribute a schedule so everyone can sign up. Chairman has posters and handouts from last year.
- Steve Fahmie discussed the permit fee charge for enlarging a tree pit of \$100 and how the City should not be charging this. Shade Tree Commission will send a letter on this matter to the City, Steve Fahmie will draft.

Meeting concluded at 8:20p.m.

(Minutes taken/submitted by D. Amado)