

March 9, 2023

The Meeting of the Middlesex Shade Tree Commission was held on the above date at the Middlesex Borough Hall and called to order by Vice Chairman Sean Johnson with the following comments:

“This meeting is being held in compliance with the Open Public Meeting Law in that the requirements of the law have been met by the Annual Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on December 12, 2022”

Members: Jason Bond - Absent
Sean Johnson
Jim Gorman - Absent
Frank Ryan
Jeff Killian

Council Rep.: Doug Rex

Secretary Linda Chismar

Vice Chairman Johnson opened the meeting to the public.

Seeing that there was no public participation, Vice Chairman Johnson closed the public portion of the meeting.

Chris Conlee, Division Manager of ArborPro, Inc. remotely called in to the meeting to discuss their proposal for tree inventory services and software that his company had provided to Chairman Bond. Mr. Conlee explained how they would send an arborist (preferably ISA Certified) to begin working on the inventory and preparing the GIS Software. The arborist would put in range, height and canopy spread and do a condition evaluation to rate the health of the tree. They would also recommend maintenance and prioritize the removal or pruning by observing the tree. Also, photos can be taken. The arborist can count between 200 – 300 trees per day.

In NJ grant funds can also be used towards software if awarded more than the cost of the inventory and assessment services. The subscription options for the software is an off line app, and you would be able to pick and choose features.

ArborPro could also plot vacant areas and find locations to plant trees. Commission discussed this proposal, which was an estimate for 4,000 trees in the amount of \$26,500, with the pricing for the software subscriptions options at:

TERM	COST
One (1) Year	\$3,100.00
Three (3) Years	\$7,905.00
Five (5) Years	\$12,400.00

At this time, the Commission will be awaiting results of the NJ UCF Stewardship Grant and if awarded the grant, they can move forward with quotes/bids for this service. The Shade Tree Secretary did include \$30,000 in the Capital Budget for the Shade Tree Commission this year.

Mr. Ryan made a motion to approve the February 9, 2023 Meeting Minutes seconded by Mr. Killian and carried by a unanimous vote of the Commission.

Vice Chairman Johnson, along with all the members present reviewed the February, 2023 Finance Report.

Communications

1. 5 Dunlap Place – Mr. Johnson will look at the tree that resident feels should be removed due to infestation of carpenter ants.
2. 564 Ashland Road – Mr. Ryan will look at the tree in the front and tree on the side of this property that resident feels need to be pruned.

Work Agenda

1. 206 Walnut Street – Mr. Johnson will follow up on this younger oak tree and report back in the Spring when it is leafed out.
2. 428 First Street – Chairman Bond will go out to speak with neighbors regarding potential removal of this tree and investigate further.
3. Tree on the corner of Oak and Ashland – Mr. Ryan will go out to look at the borough tree that appears to have dead limbs that resident requested to be trimmed.
4. 351 Beechwood Avenue – Mr. Ryan will assess the tree in front of this property. (not a borough tree)
5. 717 Hazelwood Avenue – Chairman Bond will go out to look at the 2 trees on the corner of Raphael and Hazelwood that were requested to be pruned.

Unfinished Business

- A. Shade Tree – Chapter 395 Revisions – this will be tabled until the April meeting.

New Business

- A. Planting of Redbud & Northern Red Oak Tube Seedlings – The boxes of these tube seedlings were ordered and Chairman Bond will be picking them up in April. Commission will discuss planting at the April meeting.
- B. Budget Update – Secretary reviewed Budget and funds that were encumbered for the month of February. The secretary was also advised of tree work to encumber for the month.
- C. 534 Drake Avenue – Violation payment of \$1,000 was given by the JLUB and was paid by contractor. Funds will be put in the Tree Replacement Fund Account.

- D. Grant Writer & Potential Grant for Tree Inventory – This Grant Writer meeting was discussed by Councilman Rex and Alexa of Bruno Associates has submitted to Jason Bond a copy of last year’s grant to review and begin preparing for submittal of the 2023 grant in May. Hopefully, if received, this NJ UCF Stewardship grant will cover 75% of the cost for a tree inventory.(Boro responsible for 25%).

Vice Chairman Johnson moved to adjourn the meeting, seconded by Frank Ryan and carried by a unanimous vote of the Commission.

Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING
THURSDAY,
APRIL 13, 2023 – 7 PM

If you are unable to attend the meeting, please call Linda at 732-356-7400, Ext. 238