

January 8, 2015  
Middlesex Municipal Building

The regular meeting of the Middlesex Shade Tree Commission was held on the above date at the Middlesex Borough Hall and called to order by Secretary Linda Chismar:

“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 8, 2014”

Members:                 Jason Bond  
                                  Dan Gitler  
                                  Sean Johnson  
                                  Jim Gorman (absent)  
                                  Frank Ryan (absent)

Secretary                 Linda Chismar

Jason Bond made a motion to nominate Dan Gitler for the Chairman of the Commission for 2015 seconded by Sean Johnson and carried by a unanimous vote of the Commission.

Dan Gitler made a motion to nominate Jason Bond for Vice Chairman of the Commission for 2015 seconded by Sean Johnson and carried by a unanimous vote of the Commission.

Chairman Gitler opened the meeting to the public. Seeing that there was no public participation, Chairman Gitler closed the public portion of the meeting.

Chairman Bond made a motion to approve the December 18, 2014 Meeting Minutes seconded by Mr. Johnson and carried by a unanimous vote of the Commission.

Mr. Bond moved to accept the December, 2014 Finance Report seconded by Chairman Bond and carried by a unanimous vote of the Commission.

Communications - None

1. 316 Raphael Avenue – Ms. Perello called the secretary on January 5, 2015 and notified her that a branch fell from her sycamore tree in the front of her property, which had recently been pruned by Predator, and damaged her Mercedes. She was advised to bring in the estimates for this damage, along with filing a Borough Insurance Claim Form and it would be forwarded to the Middlesex County JIF. The Shade Tree Commission requested that the secretary have Predator go out to do an aerial inspection of the shade trees on her property to look for rotting.

Work Agenda

- (1) 201 Sherman Avenue – Commission agreed that one dead pin oak and one dead maple should be removed along the service road and stumps should be grinded.
- (2) 307-311 Greene Avenue – Commission agreed that at this time Mr. Ryan, Chairman of the Victor Crowell Park Committee should refer these trees to his committee.
- (3) 433 Melrose Avenue – Mr. Bond checked on this tree and feels that nothing is need at this time.
- (4) 236 Fairfield Avenue – Mr. Gitler inspected this tree in the front of the property and decided that nothing is needed at this time.
- (5) 207 Walnut Street – Commission determined that the pin oak on this property needs a crown cleaning.
- (6) 315 First Street – Commission decided that this tree needs a crown cleaning and would like Predator to do an aerial inspection of the canopy to look for any decay that might not be visible from the ground.

#### Unfinished Business

- (A) Increase of Fines when Removing Trees – Subcommittee will review this ordinance and follow up at the February 12, 2015 meeting.
- (B) Update on Tree Management Plan – Mr. Cowie will be attending the February 12, 2015 Meeting to discuss with the commission the goals that they would like to accomplish with this management plan and move forward.
- (C) Update on Remaining Work for the 2015 Budget – Commission was informed by the secretary of the remaining work from 2014 which is outstanding for the 2015 budget.
- (D) Update on Purchase of Door Knob Hangers – Secretary will be getting an estimate from FST Printing for 100 door knob hangers for the Shade Tree to distribute throughout town and request plantings.

#### New Business

Commission discussed changing the Shade Tree Ordinance, along with the fees for removing trees, so that it states that when the Shade Tree removes a tree, this location will automatically be required to get a new tree when the commission plants the following planting season. Before the ordinance is formally brought forth to the Council, the Commission would like to automatically put the residents on the list for a new planting, and they agreed that they would advise the residents before the final list is made.

Mr. Bond moved to adjourn the meeting, seconded by Chairman Gitler and carried by a unanimous vote of the Commission.

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
FEBRUARY 12, 2015 – 6:30 PM  
MIDDLESEX BOROUGH HALL

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



February 12, 2015  
Middlesex Borough Hall

The regular meeting of the Middlesex Shade Tree Commission scheduled for the above date was cancelled.

The next Meeting will be held on March 12, 2015 at 6:30 P.M. in Borough Hall.

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Linda Chismar, Secretary

March 12, 2015  
Middlesex Borough Hall

The regular meeting of the Middlesex Shade Tree Commission scheduled for the above date was cancelled due to lack of a quorum. Commissioner Bond & Commissioner Gitler met with Paul Cowie to discuss the tree management plan.

The next Meeting will be held on April 9, 2015 at 7:30 P.M. in Borough Hall.

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Linda Chismar, Secretary

April 9, 2015  
Middlesex Municipal Building

The Regular 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 Jason Bond:

“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 8, 2014”,

Members:                    Jason Bond  
                                  Dan Gitler (absent)  
                                  Jim Gorman  
                                  Sean Johnson  
                                  Frank Ryan (absent)

Liaison                     Sean Kaplan (absent)  
Secretary                 Linda Chismar

Vice Chairman Bond opened the meeting to the public. Seeing that there was no public comments, Vice Chairman Bond closed the Public Portion of the meeting.

Mr. Bond made a motion to table the January 8, 2015, February 12, 2015 and March 12, 2015 Regular Meeting Minutes seconded by Mr. Johnson and carried by a unanimous vote of the members of the Commission.

Mr. Bond made a motion to table the January, 2015, February, 2015 and March, 2015 Finance Report seconded by Mr. Gorman and carried by a unanimous vote of the members of the Commission.

Communications

1. 247 Fairfield Avenue – Mr. Bond will look at this tree that resident requested be trimmed.
2. 320 Anthony Avenue – Mr. Johnson will look at the tree that is picking up the sidewalk and street.
3. 121 Vogel Place – Mr. Bond will look at the tree in the front of this property to see if needs to be removed and is dead.
4. Lincoln Boulevard – Front of Jozana’s – Commission agreed to remove the stump left by Predator from the tree that was removed due to Hurricane Sandy.
5. Tree on Southeast Corner of Fisher Avenue and Giles Avenue – Mr. Johnson will look at this tree to see if it could be removed.
6. 7 Dunlap Place – Mr. Bond and Mr. Gorman went to look at the tree in front of 7 Dunlap reported by Mr. Craig and determined that it should be removed. Linda will request if Mr. Craig would like a replacement tree.

7. 3 Dunlap Place – Commission determined that three maples should be pruned at the corner of Dunlap.
8. 57 Greenbrook Road – Commission determined that the dead maple should be removed from the front of this property.
9. 511 Chestnut Street – Mr. Johnson reported that resident has requested that the Shade Tree Commission should look at the tree in front of his property to determine if it is dead. Mr. Bond will look at this tree and report back to commission.

#### Work Agenda

1. 316 Raphael Avenue – Commission determined that after the aerial inspection of this tree was done by Predator it should be removed. We received an estimate of \$2200.00 for this removal.

#### Unfinished Business

- (A) Increase of Fines when Removing Trees – This Ordinance amendment was tabled until the May, 2015 Shade Tree Meeting.
- (B) Update on Door Knob Hangers – Linda received a quote of \$67 for 100 black/white hangers from FST. This matter will be discussed further at the May, 2015 Shade Tree Meeting as Mr. Gitler was not present at this meeting.
- (C) Update on Aerial Inspection of 316 Raphael Avenue – Discussed above.
- (D) Predator's consult with PSE&G regarding 211 A Street and cabling – Commission discussed that the cabling was not recommended by PSE&G because of the location of the wires. Predator adjusted his quote for work on this tree to compensate for not cabling the tree.
- (E) Update on Distribution of Free Tree Seedlings – April 18, 2015 at 10AM, Mountainview Park – Commission discussed this and the DPW has picked up the seedlings and delivered to Mr. Bond's house. The dispensing of these seedlings has been advertised on the website and in "Our Town". Mr. Johnson will also request approval from the Little League to possibly distribute some seedlings at the Little League Field to borough residents.

#### New Business

- (A) Arbor Day Tree Location – Commission determined that they would speak with Ray Mulvey to see if they would want a replacement tree by the flagpole at the High School. If not, the possibility of planting at Watchung School is always an option. Mr. Bond will follow up and advise Linda about the planting and what is recommended by Mr. Mulvey.
- (B) Spring Planting – Commission decided that they would plant for Arbor Day, but delay the Spring Planting until the fall and possibly plant 40 – 50 trees at that time. The Commission might walk Greenbrook Road and determine where to plant there, as after numerous attempts PSE&G has never replanted as promised a few years ago.
- (C) Planting done at Watchung School – Mr. Johnson has indicated that the plantings at Watchung School do not seem to be living, and he will look in the next couple of weeks to see if they are alive.
- (D) Aerial Inspection done by Predator – Commission has requested that in the future, when an aerial inspection is done by Predator that he supply the

commission with pictures of decay if he determines that the tree should be removed. We did pay \$150.00 for this aerial inspection. Also, it was mentioned that in the future we may want to require that our contractor has the necessary certifications as a certified arborist to make assessments of our trees.

Mr. Bond moved to adjourn the meeting, seconded by Mr. Johnson and carried by a unanimous vote of the Commission.

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
MAY 14, 2015 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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



May 14, 2015  
Middlesex Borough Hall

The regular meeting of the Middlesex Shade Tree Commission scheduled for the above date was cancelled due to lack of a quorum.

The next Meeting will be held on June 11, 2015 at 7:30 P.M. in Borough Hall.

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Linda Chismar, Secretary

June 11, 2015  
Middlesex Municipal Building

The Regular 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 Jason Bond:

“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 8, 2014”,

Members:                    Jason Bond  
                                  Dan Gitler (absent)  
                                  Jim Gorman  
                                  Sean Johnson  
                                  Frank Ryan (absent)

Liaison                     Sean Kaplan (absent)  
Secretary                 Linda Chismar

Vice Chairman Bond opened the meeting to the public. Seeing that there was no public comments, Vice Chairman Bond closed the Public Portion of the meeting.

Mr. Bond made a motion to approve the January 8, 2015, February 12, 2015, March 12, 2015, April 9, 2015 and May 14, 2015 Regular Meeting Minutes seconded by Mr. Johnson and carried by a unanimous vote of the members of the Commission.

Mr. Bond made a motion to approve the January, 2015, February, 2015, March, 2015, April, 2015 and May, 2015 Finance Report seconded by Mr. Gorman and carried by a unanimous vote of the members of the Commission.

### Communications

1. 229 Giles Avenue – Mr. Johnson indicated that nothing is needed to be done with this tree at this time.
2. 116 Grant Avenue – Commission agreed to have the linden and red oak trimmed and lightly elevated and the neighbor’s ash tree trimmed.
3. Presbyterian Church (Side) – Awaiting response from Commissioners as to whether the newly planted tree on the side of the Church is dead.
4. 300 Beechwood Avenue – Commission looked at the tree in the front of this property and felt that nothing should be done at this time.
5. 602 Seneca Avenue – Mr. Gorman will look at the tree in front of this property that the resident feels needs to be removed.
6. 608 Clinton Avenue – Commission approved this tree being thinned on the lawn side approximately 20%

7. 312 Raphael Avenue – Mr. Johnson will go out to look at the tree in the front of this property that resident would like removed.
8. 99 Rock Lane – Mr. Bond felt that this tree is still alive and would like to f/u in the fall.
9. 332 Edgeworth Street – Mr. Bond will check the tree branch that is hanging by the wire.
10. Corner of Marlborough & Hawthorne – Commission agreed to have this tree removed as it is dead.
11. 350 Bound Brook Road – Mr. Bond looked at this property and agreed that the large elm on the Pond Avenue side should be removed and stump grinded. Also approved trimming of the red maple and reduce the overextended limbs. Resident agreed that two trees could be planted on the Pond Avenue side of this property.
12. 244 Fairfield Avenue – Remove dead cherry tree and plant new tree.
13. 30 Fisher Avenue – Resident requested that the tree be removed as he felt it was dead. Mr. Johnson will go to look at the tree. (Same tree as No. 4 below)
14. 300 Raritan Avenue – The tree at 120 Walnut Street dropped a limb and damaged a resident's vehicle. Mr. Bond will go out to look at the tree to see if anything is needed at this time.

#### Work Agenda

1. 247 Fairfield Avenue – Mr. Bond felt that this tree should be trimmed.
2. 320 Anthony Avenue – Mr. Johnson felt that nothing was needed to be done with the pin oak.
3. 121 Vogel Place – Mr. Bond felt that nothing was needed on this tree at this time.
4. Tree on Southeast Corner of Fisher Avenue and Giles Avenue – Commission approved this tree being removed.
5. 511 Chestnut Street - Mr. Bond will look at this tree and report back to the commission if it is dead.

#### Unfinished Business

- (A) Increase of Fines when Removing Trees – This Ordinance was discussed and recommendation by Mr. Bond was to amend Chapter 395-8 and make the fine be a minimum of \$500.00. Committee will review further in September with Mr. Gitler and forward their recommendations to Council to amend the ordinance.
- (B) Update on Door Knob Hangers – Mr. Gitler was not present and will discuss at the September, 2015 meeting.
- (C) Update on Distribution of free tree seedlings – Commission distributed 400 seedlings on April 18. The Commission was unable to distribute at the Little League Field, but hope that next year they can be more organized and arrange for a date to distribute the seedling.

#### New Business

- (A) Watchung School Tree Planting – Commission purchased three red oaks to be planted at Watchung School to replace the old trees that were removed. Mayor Dobies approved the voucher in the amount of \$2500, and Boltzer

Landscaping did the planting in time for the Watchung School 100<sup>th</sup> Anniversary Celebration on June 11.

- (B) Request by Ms. Hartje to have planting done at Hazelwood School – Mr. Bond will check if any trees could be placed in the front of Hazelwood School.
- (C) Ted v. Hoette – Claim Notice – Commission discussed the Claim Notice which was received by the Borough.
- (D) Discussion on Tree Ordinance – Code 317-10 – Commission discussed Code 317-14 and the borough's removal of dead trees from private property. Mr. Johnson mentioned that this ordinance is in effect in Montclair and either Morristown/Morris Plains. Also, a Certified Tree Consultant would need to be employed as a professional to determine that the tree is dead on private property. Linda will review ordinances from other towns and see how they handle this situation in their town.

Mr. Bond moved to adjourn the meeting, seconded by Mr. Johnson and carried by a unanimous vote of the Commission.

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
SEPTEMBER 10, 2015 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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



September 10, 2015  
Middlesex Municipal Building

The Regular 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 Jason Bond:

“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 8, 2014”,

Members:                    Jason Bond  
                                  Dan Gitler  
                                  Jim Gorman  
                                  Sean Johnson  
                                  Frank Ryan (absent)

Liaison                     Sean Kaplan (absent)  
Secretary                 Linda Chismar

Vice Chairman Bond opened the meeting to the public. Seeing that there were no public comments, Vice Chairman Bond closed the Public Portion of the meeting.

Mr. Gorman made a motion to approve the June 11, 2015 Shade Tree Meeting Minutes seconded by Mr. Johnson and carried by a unanimous vote of the members of the Commission.

Mr. Bond made a motion to approve the June, 2015, July, 2015, and August, 2015 Finance Report seconded by Mr. Gorman and carried by a unanimous vote of the members of the Commission.

Communications

1. 540 Cook Avenue – Mr. Gitler will look at the tree in the front of this house to see if it is dead. **REPORTED REMOVE 2 MAPLES ASAP**
2. 61 Greenbrook Road – Mr. Gitler will look at the two trees in the front of this property that need to be removed or pruned. **ADVISED REMOVE SMALL MAPLE AND TRIM LOW BRANCHES OF SILVER MAPLE**
3. 419 D Street – Commission agreed that a minimal prune will be done.
4. 310 Shepherd Avenue – Commission agreed that this tree should be removed.
5. 431 Melrose Avenue – The neighbors removed the branch from the property overhanging on 433 Melrose Avenue.
6. Corner of Ann Street & Vogel – Mr. Gitler will look to see if the tree needs to be trimmed. **ADVISED NO TRIMMING NEEDED AT THIS TIME**
7. 809 Beechwood Avenue – Commission recommends that the oak tree should have a dead wood prune.

8. 112 Giles Avenue – Mr. Bond and Mr. Gitler will look at the tree at this location is half dead. **ADVISED PRUNE OUT DEAD WOOD**
9. 233 Giles Avenue – Mr. Gitler will look at the tree to see if it needs to be trimmed or removed. **ADVISED NOTHING NEEDED**
10. 52 Glen Gary Road – Mr. Gitler and Mr. Bond will look at the tree in the back of Ms. Biondi's house that is dying. **ADVISED REMOVAL NEEDED**
11. 151 Lee Drive – Mr. Gorman and Mr. Gitler will check on the property that has branches hanging over her house. **ADVISED TRIM TREES ALONG THE LEFT SIDE OF PROPERTY AND TRIM BRANCH HANGING OVER HOUSE AND ANY DEAD WOOD ALONG THAT SIDE**
12. 639 Cook Avenue – Mr. Johnson will look to see if a safety prune is needed and should have the removal of the branch extending over her house. **ADVISED NOTHING NEEDED**
13. 540 Cook Avenue – Mr. Johnson would look at the tree in front of this property that was reported dead. **ADVISED REMOVE 2 MAPLES ASAP**
14. 300 Beechwood Avenue – Shade Tree felt that the tree on the Dorn Avenue side of the property is okay.
15. 220 Green Avenue – Mr. Johnson will look at the dead branches in the tree in front of the house with the big hole in the bark.
16. 305 E Street – Mr. Johnson and Mr. Bond will look at the 2 oak trees in front of her property which are residents feel are diseased.
17. 318 Beechwood Avenue – Mr. Bond reported that there is a dead maple on the front of the property. Linda will have DPW measure to confirm that it is a borough shade tree. **(Not a Borough Tree)**

#### Work Agenda

1. 511 Chestnut Street - Mr. Bond reported that the tree on this property is not dead. Mr. Gorman will go out to look at the tree also.
2. Presbyterian Church (Side) – The Commission requested that the DPW remove the newly planted tree on the side of the church.
3. 602 Seneca Avenue – Unable to find this property and Secretary will review her notes. **ADVISED THAT DEAD TREE SHOULD BE REMOVED ASAP**
4. 312 Raphael Avenue – Mr. Johnson will look at the tree in the front of this property that resident would like removed.
5. 99 Rock Lane – Mr. Bond would like to follow up on the health of this tree in the fall.
6. 332 Edgeworth Street – Commission recommended that the tree be crown cleaned.
7. 300 Raritan Avenue – Mr. Bond and Mr. Johnson will go out to look at the tree to see if anything it needed at this time.

#### Unfinished Business

- (A) Increase of Fines when Removing Trees – Commission discussed amending this ordinance to amend the fines when removing a borough tree without permission. Commission recommended that the secretary prepare a memo for the mayor and council with the recommendation of the Shade Tree Commission to amend Chapter 395-8 and impose a fine with a maximum of \$900.00. These funds (fines) would be put in the Shade Tree Fund and designated for commission use for tree replacement. Also, the Code Enforcer would be the enforcement officer

to issue these fines. She would be notified of these addresses by the Shade Tree Commissioners.

- (B) Update on Door Knob Hangers – Mr. Gitler will go to FST and prepare a template for the door knob hangers. He will contact Linda to process the voucher to purchase these hangers so that they are ready for fall planting.

New Business

- (A) Request by Ms. Hartje to have planting done at Hazelwood School – Commission agreed to have Linda contact Hazelwood Principal and Mr. Mulvey to request that 1 – 2 trees be planted in front of the school to the left side of the entrance of the driveway and 3 – 4 trees on the right side of the parking lot.

- (B) Removal of 3 Maple Trees on right side of 254 Raritan Avenue, Pruning of maple in front of 112 Walnut Avenue and the Maple Tree close to Raritan Avenue – This work was completed over the summer.

Mr. Bond moved to adjourn the meeting, seconded by Mr. Johnson and carried by a unanimous vote of the Commission.

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
OCTOBER 8, 2015 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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



October 8, 2015  
Middlesex Municipal Building

The Regular 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 Jason Bond:

“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 8, 2014”,

Members:                    Jason Bond  
                                  Dan Gitler  
                                  Jim Gorman (absent)  
                                  Sean Johnson  
                                  Frank Ryan (absent)

Liaison                     Sean Kaplan (absent)  
Secretary                 Linda Chismar

Vice Chairman Bond opened the meeting to the public. Seeing that there were no public comments, Vice Chairman Bond closed the Public Portion of the meeting.

Mr. Gitler made a motion to approve the September 10, 2015 Shade Tree Meeting Minutes seconded by Mr. Bond and carried by a unanimous vote of the members of the Commission.

Mr. Johnson made a motion to approve the September, 2015 Finance Report seconded by Mr. Bond and carried by a unanimous vote of the members of the Commission.

Communications

1. 318 Edgeworth & Woodland – Commission advised that Predator should clear and do a dead wood prune and inspect for potential disease.
2. 345 Cook Avenue – Commission recommended that the 2 pin oaks be crown cleaned and that a re-inspection of this tree be done in May.
3. 318 Second Street – Mr. Gitler will look at this tree that resident is requesting be pruned. – **NOTHING NEEDED AT THIS TIME**
4. 303 Melrose Avenue – Commission recommended that the tree be crown cleaned and resident could trim the roots if necessary due to uplifting of driveway.
5. 100 Zoar Place – Mr. Gitler and Mr. Johnson will view this tree that has a branch hanging on the property. – **HIGH PRIORITY TO REMOVE SPLIT BRANCH**
6. 639 Cook Avenue – Mr. Gitler will look at the tree in the front of the property that resident feels has wires embedded in it.
7. 208 Giles Avenue – Mr. Gitler will look at the tree closest to the driveway to assess it. – **REMOVAL NEEDED**

## Work Agenda

1. 511 Chestnut Street - Mr. Bond reported that the tree on this property is not dead. Mr. Gorman will go out to look at the tree also.
2. 312 Raphael Avenue – Commission recommended that the sweet gum should be pruned and the sycamore should be pruned with a light crown reduction towards the house.
3. 99 Rock Lane – Mr. Bond recommended that this tree should be removed and replaced.
4. 300 Raritan Avenue – Mr. Johnson recommended that nothing was needed on this tree at this time.
5. 220 Green Avenue – Commission recommended that a re-inspection should be done in the Spring to make an accurate assessment.
6. 305 E Street – Commission agreed that the two maple trees in the front of this property should be removed.

## Unfinished Business

- (A) Increase of Fines when Removing Trees – Commission approved the memo to Council and the secretary will forward it to the governing body for discussion at the October 27, 2015 Meeting with their recommendation to amend Chapter 395-8.
- (B) Update on Door Knob Hangers – FST Quote – Mr. Gitler reported that he prepared a template for the door knob hangers and would be going to FST this week to get these door knob hangers made.
- (C) Tree Planting at Hazelwood School – Shade Tree Secretary forwarded a letter to Hazelwood School principal and Mr. Mulvey requesting to plant in the front of the school. She is awaiting a response on this request.
- (D) Update on 52 Glen Gary Road Tree Removal – A voucher was done to have this tree removed and the Borough Attorney prepared a letter to go to the homeowner on Orchard Road to request approval to use their property to get this tree removed. The Shade Tree Secretary will await a response and then try to coordinate with Predator the removal of this tree.

## New Business

- (A) Commission discussed the fall, 2015 planting and the species that they would like to get for each location, and the Commission is looking for diversity in species this year. They also determined that because of the weather conditions, that there should be no swamp white oaks planted this year.
  1. 122 Benart Place – Plant 1 Kentucky Coffee Tree and 1 saw tooth oak
  2. 404 New Street – Plant 1 silver maple
  3. 350 Bound Brook Road – Plant 1 river birch and 1 linden
  4. 244 Fairfield Avenue – Plant 1 London Plane
  5. 300 Beechwood Avenue – Plant 1 ginkgo on the Dorn Ave. side of property
  6. 540 Cook Avenue – Plant 2 maples
  7. 310 Shepherd Avenue – Plant 1 maple tree
  8. 318 Melrose Avenue – Plant 2 river birch

9. Hazelwood School – Awaiting response to plant 1 – 2 trees in front of school left side of driveway and 3 – 4 trees on right side of parking lot (saw tooth oak, Kentucky Coffee Trees)
10. 99 Rock Lane – Replace tree that did not make it with Kentucky Coffee Tree
11. Watchung School – Awaiting response to plant 5 trees (zelcova & saw tooth oak or chestnut oak) between Edgeworth and Howard Avenue.
12. 328 Beechwood Avenue – Plant 2 saw tooth oaks
13. Replace 2 on Howard Avenue that died with saw tooth oaks
14. Howard Avenue – In front of Watchung School – replace the tree that died with a river birch
15. Dorn Avenue – Replace the tree that died

(B) Also, besides planting at Hazelwood School, they would like to plant trees on the right of way in the back of Mauger Middle School on Woodland Avenue. They are looking to plant at least 5 trees at that location.

(C) Another potential planting location would be at Cap Lane Park. They also are looking to remove dead trees from this location. Mr. Gitler will go out to assess this park and the potential to replant there.

Mr. Bond moved to adjourn the meeting, seconded by Mr. Johnson and carried by a unanimous vote of the Commission.

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
NOVEMBER 12, 2015 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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



November 12, 2015  
Middlesex Municipal Building

The Regular meeting of the Middlesex Shade Tree Commission was held on the above date at the Middlesex Borough Hall and called to order by Chairman Dan Gitler:

“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 8, 2014”,

Members:                    Jason Bond  
                                  Dan Gitler  
                                  Jim Gorman  
                                  Sean Johnson (absent)  
                                  Frank Ryan (absent)

Liaison                     Sean Kaplan (absent)  
Secretary                 Linda Chismar

Chairman Gitler opened the meeting to the public. Seeing that there were no public comments, Chairman Gitler closed the Public Portion of the meeting.

Mr. Gorman made a motion to approve the October 8, 2015 Shade Tree Meeting Minutes seconded by Mr. Gitler and carried by a unanimous vote of the members of the Commission.

Mr. Bond made a motion to approve the October, 2015 Finance Report seconded by Mr. Gorman and carried by a unanimous vote of the members of the Commission.

Communications

1. 60 Louis Avenue – Mr. Bond will look at the tree that has dead branches and report back.
2. 202 Chestnut Street – Mr. Bond will look at the third tree that has long branches hanging on the A Street side of this property and report back.
3. 421 Fairview Avenue – Mr. Gitler and Mr. Bond will look at the tree that resident reported needed pruning or removal.

Work Agenda

1. 511 Chestnut Street - Mr. Bond reported that the tree on this property is not dead. Mr. Gorman will go out to look at the tree also.
2. 220 Green Avenue – Commission recommended that a re-inspection should be done in the Spring to make an accurate assessment.
3. 639 Cook Avenue – Mr. Gitler reported that nothing is needed on the tree that is in front of the property that resident feels has wires embedded in it.

### Unfinished Business

- (A) Increase of Fines when Removing Trees – Commission approved the memo to Council and the secretary will forward it to the governing body for discussion in January, 2016 with their recommendation to amend Chapter 395-8.
- (B) Update on Door Knob Hangers – FST Quote – Mr. Gitler reported that he prepared a template for the door knob hangers and secretary confirmed that these funds are encumbered and he can now order the door knob hangers.
- (C) Tree Planting at Hazelwood School – Chairman Gitler reported that we have not received a response from both Hazelwood School and Mauger School regarding the fall tree planting. He will forward an e-mail to both schools informing them that we will be planting as soon as possible.
- (D) Update on 52 Glen Gary Road Tree Removal – This removal is pending Predator's discussion with the resident on Orchard Road. Once this has taken place, the secretary will send a letter out to the resident to confirm their approval to enter this location via their property.
- (E) Update on Fall Planting – Commission discussed planting to be done at Hazelwood School (6 trees), Mauger Middle School (5 trees), Cap Lane Park (Approximately 9 trees – River Birch, Willow and Oak) and 99 Rock Lane (3 flowering trees – Kousa Dogwoods and Red Bud). Also, the Commission is looking to plant the replacement tree on Howard Avenue that is in front of the playground.

### New Business

- (A) Remaining Funds in 2015 Budget – Commission discussed the \$9,006.10 funds remaining in the 2015 budget. The commission is intending on doing the Phase II Fall Planting and possibly encumbering funds to accomplish more planting in 2016, as we have not replaced all trees that were lost from the most recent hurricanes.
- (B) Second Phase of Fall, 2015 Planting – Discussed above with the Update of Fall Planting.
- (C) 2016 Shade Tree Budget – Linda will submit the 2016 Budget and request funds in the amount of \$50,000. The Commission feels that the increase in funds is due to implementing the management plan which requires planting of more trees and more maintenance. There will also be an increase in cost for the stump clean ups which have not been included in the past, but are becoming a problem with residents.

Mr. Bond moved to adjourn the meeting, seconded by Mr. Gorman and carried by a unanimous vote of the Commission.

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
DECEMBER 10, 2015 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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



December 10, 2015  
Middlesex Municipal Building

The Regular meeting of the Middlesex Shade Tree Commission was held on the above date at the Middlesex Borough Hall and called to order by Chairman Dan Gitler:

“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 8, 2014”,

Members:                    Jason Bond  
                                  Dan Gitler  
                                  Jim Gorman  
                                  Sean Johnson  
                                  Frank Ryan (absent)

Liaison                     Sean Kaplan (absent)  
Secretary                 Linda Chismar

Chairman Gitler opened the meeting to the public. Seeing that there were no public comments, Chairman Gitler closed the Public Portion of the meeting.

Mr. Gorman made a motion to approve the November 12, 2015 Shade Tree Meeting Minutes seconded by Mr. Bond and carried by a unanimous vote of the members of the Commission.

Mr. Bond made a motion to approve the November, 2015 Finance Report seconded by Mr. Gorman and carried by a unanimous vote of the members of the Commission.

Communications

1. 201 Chestnut Street – Mr. Bond reported that the maple in front of this property needs to be pruned.

Work Agenda

1. 60 Louis Avenue – Mr. Bond reported that this tree should be pruned
2. 202 Chestnut Street – Mr. Bond reported that the 2 trees on the A Street side of this property should be pruned.
3. 421 Fairview Avenue – Mr. Bond reported that this tree should be pruned and the service wires cleared.
4. 511 Chestnut Street - Mr. Gorman looked at this time and reported that a pruning is needed.
5. 220 Green Avenue – Commission recommended that a re-inspection should be done in the Spring to make an accurate assessment.

### Unfinished Business

- (A) Increase of Fines when Removing Trees – Commission approved the memo to Council and the secretary will forward it to the governing body for discussion in January, 2016 with their recommendation to amend Chapter 395-8.
- (B) Update on Door Knob Hangers – FST Quote – Mr. Gitler reported that he will be ordering these hangers in the near future in time for spring planting.
- (C) Update on Second Phase of Fall, 2015 Planting – Boltzer Landscaping is scheduled to do the Phase II Tree Planting on Monday, December 14, 2015.
- (D) Update on 52 Glen Gary Road Tree Removal – This removal is pending Predator's discussion with the resident on Orchard Road. Once this has taken place, the secretary will send a letter out to the resident to confirm their approval to enter this location via their property.
- (E) Update on Tree Management Plan – Mr. Bond circulated the draft of the Middlesex Borough Community Forestry Management Plan – 2015 – 2019 and requested that all members review this plan and the Commission will finalize at the January 14, 2016 Meeting.

### New Business

- (A) Remaining Funds in 2015 Budget – All funds for 2015 have been depleted.
- (B) Commission discussed next year looking for a Pesticide Applicator to have as a professional contractor in case we are in need of one due to the emerald ash borer destruction of the ash tree. Linda will contact Hanover Twp., Morris Plains and Millburn to look to obtain a copy of their RFP that was used to obtain a contractor.
- (C) Commission also discussed the tree inventory and it was discussed by the secretary that Property Pilot is being contracted for services with the borough website which would enable them to do GIS mapping for the town. It was suggested that in the future they might be able to add a layer onto the mapping which would include the borough trees that are on each individual lot. This could hopefully be accomplished once we have the tree inventory, which will hopefully be accomplished via a grant after completing the Tree Management Plan. At this time the members may start to compose a listing of trees manually, and the secretary could incorporate into a spreadsheet to be used for the time being.
- (D) Commission has requested that the secretary order another Tree City Sign to be placed on Route 28 in front of the ACME. Also, additional numbers for the years as members of "Tree City USA" must also be ordered. The borough is entering its 27<sup>th</sup> year as a tree city.

Mr. Bond moved to adjourn the meeting, seconded by Mr. Gorman and carried by a unanimous vote of the Commission.

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
JANUARY 14, 2016 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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



