

January 12, 2017  
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 12, 2016”

Members:	Jason Bond Sean Johnson Jim Gorman Dan Gitler (absent)
Liaison:	John Madden (absent)
Secretary	Linda Chismar

Jason Bond made a motion to nominate Dan Gitler for the Chairman of the Commission for 2017 seconded by Sean Johnson and carried by a unanimous vote of the Commission.

Jason Bond made a motion to nominate Sean Johnson for Vice Chairman of the Commission for 2017 seconded by Jim Gorman and carried by a unanimous vote of the Commission.

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.

Mr. Gorman made a motion to approve the November 10, 2016 and December 8, 2016 Meeting Minutes seconded by Mr. Bond and carried by a unanimous vote of the Commission.

Mr. Bond moved to accept the November, 2016 and December, 2016 Finance Report seconded by Mr. Gorman and carried by a unanimous vote of the Commission.

#### Communications

1. 218 Appian Road – Mr. Johnson will check the tree in front of this property that resident feels needs to be removed because it is diseased and lifting sidewalk and has been trimmed by PSE&G.
2. 27 Washington Avenue – Mr. Bond has looked at this tree but requested that all members of the Commission also look at it. The tree has been cabled and has some defects and Mr. Bond would like the opinion of all members.

3. 236 Fairfield Avenue – Mr. Bond and Mr. Johnson will go out to look at this tree in front of the property that resident would like removed or pruned.
4. 501 Chestnut Street – Commission discussed and agreed that the tree on the D Street side of the property is hollow and should be removed and the tree in the front of the property should get a dead oak prune.

#### Work Agenda

1. 129 Vogel Street – Mr. Gorman will go out to look at this tree, as commission could not locate it.
2. Councilman Madden reported that at the corner of Rock and Seventh Street there is a dead tree that should be removed. This tree was recently planted and is the last tree on the east side of Seventh Street – Commission will go out to look.
3. Councilman Madden reported that there are poison ivy vines along Seventh Street and entwined in the mature trees. Commission will look into these vines. The vines reported behind 7-11 actually belong to Middlesex Village.
4. 523 Chestnut Street – Mr. Johnson will go out to look at this tree in front of this property and report back to commission.

#### Unfinished Business

1. Submittal of Tree Management Plan – This plan was submitted to the State Forrester's office in December and Paul Cowie has been paid in full. We are awaiting all the financial information needed to submit to the State for the reimbursement of the \$3,000 grant.
2. Elm Tree Planting – Commission agreed to invest in this program and it will be discussed further at the February meeting. Mr. Johnson will bring back up information.
3. American Watershed Ambassador Program – Mr. Bond will follow up on this program and bring information back to the February Meeting.
4. Budget/Planting – The commission was informed that there was \$165.10 left in the 2016 Shade Tree Budget. The commission depleted most all of their funds, and money from the Tree Replacement Fund was used to pay for the planting of 27 trees for the fall planting. Commission would like to plant in both the fall and spring this year.

#### New Business

Mr. Bond discussed the changing of the LTE Bill and concern how it is going to be enforced. The New Jersey Chapter of ISA will be holding a meeting on March 9 & 10 and they will have an update on the LTE Bill. This Bill will take effect on January 1, 2018, but Mr. Bond is under the impression that it should not affect municipalities.

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,  
FEBRUARY 9, 2017 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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



February 9, 2017  
Middlesex Municipal Building

The regular meeting of the Middlesex Shade Tree Commission for February 9, 2017 was cancelled due to weather conditions.

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
MARCH 9, 2017 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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



March 7, 2017  
Middlesex Municipal Building

The 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 Special Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on February 28, 2017”

Members:                 Jason Bond  
                               Dan Gitler  
                               Sean Johnson  
                               Jim Gorman  
                               John Madden, liaison (absent)

Secretary                 Linda Chismar

Chairman Gitler opened the meeting to the public.

Amy Flood, 351 Grant Avenue attended regarding her property at 209 Walnut Street and requested that the tree in front of her property at 209 Walnut Street be removed. The commission was notified that a voucher had been done for removal of a tree in front of this property, but the secretary will check to see if the tree that was designated for removal was the tree that Ms. Flood requested be removed. She claims the tree in the front that is closest to the corner of Walnut and B Street is lifting the street and starting to buckle in the roadway. The secretary will advise Ms. Flood if a voucher for removal was already done for the tree she is questioning.

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

Mr. Bond made a motion to approve the January 12, 2017 Shade Tree Meeting Minutes seconded by Mr. Gorman and carried by a unanimous vote of the Commission.

Mr. Gitler moved to accept the January & February, 2017 Finance Report seconded by Mr. Gorman and carried by a unanimous vote of the Commission.

Ms. Katee Meckeler, a Americorps Watershed Ambassador with the Watershed Ambassador Program attended meeting to discuss this volunteer service that they provide. These volunteers would be able to do a biological and visual assessment of the stream areas within the borough and also calculate if the stream is healthy. The commission is concerned about the Ambrose Brook above and below Victor Crowell Park and would like to have Ms. Meckeler do a visual and biological assessment to get more information about this area. They will be notifying the Mayor of the inspection by Ms. Meckeler prior to the assessment. Ms. Meckeler would be able to do these inspections any time after March 15<sup>th</sup>.

The Commission did discuss that buffer zone monitoring which is to inspect the tree buffer zones along waterways to ensure that a thriving tree population exists to buffer flood waters during heavy rains and storm surges is noted in the Borough Tree Management Plan as Goal 2.

### Communications

1. 321 Giles Avenue – Commission notified that this request has been handled by Mayor DiMura.
2. 2 Louis Avenue – Mr. Gitler will look at the tree in front of this property that resident indicates is uplifting the driveway and sidewalk.- **NOT A BOROUGH TREE**
3. 101 Fairfield Avenue – Mr. Bond will look at the tree on the side of this property on Zoar Place that resident feels should be removed as it is dropping branches.
4. 33 Whitney Drive – Mr. Bond will look at this tree in front of the property that resident indicates should be removed as it is dying and entangled in the wires. – **NOT A BOROUGH TREE**
5. 512 Walnut Street – Mr. Johnson will look at this tree as resident feels that it should be removed as it is uplifting her sidewalk and dropping branches. – **MR. GITLER FEELS THAT NOTHING NEEDED ON TREE.**
6. 209 Walnut Street – Resident attended Public Portion above.
7. 229 Giles Avenue – Mr. Gitler will look at the tree branches that resident reported are hanging over the house and destroying sewer line.

### Work Agenda

1. 129 Vogel Street – Commission determined that via Google Map this tree had been removed.
2. Mr. Bond indicated that there was not a dead tree on the corner of Rock and Seventh where Mr. Madden reported.
3. Commission determined that the poison ivy vines along Seventh Street and entwined in the mature trees and behind the 7-11 on Marlborough Avenue was not a Shade Tree matter.
4. 523 Chestnut Street – Mr. Johnson reported that this oak tree should have a 2” dead wood prune.
5. 218 Appian Road – Commission decided that nothing was needed at this time. The commission will follow up in January, 2018.

6. 27 Washington Avenue – Commission determined that nothing is needed at this time.
7. 236 Fairfield Avenue – Mr. Bond & Mr. Johnson determined that the tree in front of this property will need a 2” prune.

#### Unfinished Business

1. Elm Tree Planting – Elm Society – Mr. Johnson discussed ordering these Elm Trees. Commission would like to place an order to get 10 trees for \$1050.00 which will be delivered for planting in 2019. The borough would be required to plant these trees. The Secretary will process this request once approved by the Treasurer.
2. American Watershed Ambassador Program – See Ms. Meckeler’s presentation regarding this program.
3. Budget/Planting for 2017 – Commission discussed the budget for 2017. The Borough is required to spend \$2.00 per capita to maintain their Tree City USA status and comply with the Tree Management Plan. They would like to request approval to use the tree replacement fund for planting this year.
4. Review for Tree Management Plan Requirements for 2017 – Commission discussed the requirements for the Management Plan and a concern was the core training of the borough employee. Mr. Gitler will contact Liaison John Madden to look into exactly who is core training in the DPW. (Goal 3) Also, the commission discussed that they would be trying to meet their requirements by giving out saplings at the Little League Field to borough residents (Goal 7), look at a field survey of ash trees in the borough (Goal 9) and start the distribution of door hangers to help find residential planting spaces (Goal 5). Also, Goal 2 was discussed regarding the buffer zone monitoring along the waterways to ensure that a thriving tree population exists to buffer the flood waters during heavy rains and storm surges with Ms. Katee Meckeler an AmeriCorps Watershed Ambassador.
5. Arbor Day Tree – Some discussion was held about a potential location to plant the Arbor Day Tree this year. The Commission is looking to possibly plant in the back of the Little League Field just over the fence near the scoreboard. Mr. Johnson will discuss with the Little League President.

#### New Business – Nothing

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

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING

THURSDAY,  
APRIL 13, 2017 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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



April 13, 2017  
Middlesex Municipal Building

The 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 Regular Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on December 12, 2017”

Members:                Jason Bond  
                              Dan Gitler  
                              Sean Johnson  
                              Jim Gorman  
                              John Madden, liaison

Secretary                Linda Chismar

Chairman Gitler opened the meeting to the public.

Sean Hellman, 318 Ashland Road attended meeting and requested removal of tree in front of his property as it is starting to lean and there is rot. Mr. Johnson had looked at the tree as it was on the Agenda and recommended removal of the tree because there is girdling root and rot around the front part of the tree. Mr. Hellman was in favor of replacing this tree once the removal is complete.

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

Mr. Bond made a motion to approve the March 7, 2017 Shade Tree Meeting Minutes seconded by Mr. Gitler and carried by a unanimous vote of the Commission.

Mr. Gitler moved to accept the March, 2017 Finance Report seconded by Mr. Gorman and carried by a unanimous vote of the Commission.

#### Communications

1. 209 Walnut Street – Commission looked at this pin oak reported by resident and determined that the buckling of the road that resident was concerned about was caused by the gas line and the settling of the roadway, and not by the tree. There is a hollow crotch from squirrels. Commission would like a dead wood prune and an aerial inspection (pictures) to check for anything unusual.
2. 245 D Street – Commission agreed to remove the silver maple leaning towards the house and replace it with an ornamental tree.
3. 714 Pershing Avenue – Commission requested DPW Manager check to see if the pin oak on the left side of the property is a borough tree. They also would

like the silver maple on the right side of the driveway pruned back and weight taken off the lead.

4. 318 Ashland Road – Resident attended meeting to discuss above.

#### Work Agenda

1. 2 Louis Avenue – Not a borough tree.
2. 101 Fairfield Avenue – Commission would like to have this tree measured to be sure it is a borough tree. If it is a borough tree it should be removed.
3. 512 Walnut Street – Commission determined that nothing was needed on this tree.
4. 209 Walnut Street – Discussed above.
5. 229 Giles Avenue – Mr. Gitler will speak with the resident about the tree that they are reporting hanging over the house and destroying sewer line.

#### Unfinished Business

1. Elm Tree Planting – Elm Society – 10 Elm Trees have been ordered for the borough to receive in 2019.
2. American Watershed Ambassador Program – Mr. Bond is awaiting an update from Ms. Meckeler regarding this biological and visual assessment of trees in the riparian zone.
3. Budget/Planting for 2017 – Commission discussed the budget for 2017 and requested that Councilman Madden discuss with the Mayor the use of funds from the Tree Replacement Fund to plant trees in the Fall. The Commission is required to plant a tree for each tree removed.
4. Review for Tree Management Plan Requirements for 2017 – Commission discussed the requirements for the Management Plan and Mr. Gitler was informed that Mr. Tackach is on the Borough's data base with the State as the DPW Employee that has Core Training. (Goal 3) Also, the commission discussed that they would be trying to meet their requirements by giving out saplings at the Little League Field to borough residents (Goal 7), look at a field survey of ash trees in the borough (Goal 9) and start the distribution of door hangers to help find residential planting spaces (Goal 5). Also, Goal 2 was discussed regarding the buffer zone monitoring along the waterways to ensure that a thriving tree population exists to buffer the flood waters during heavy rains and storm surges with Ms. Katee Meckeler an AmeriCorps Watershed Ambassador.
5. Arbor Day Tree – Commission agreed that a tree will be planted in the courtyard of Mauger Middle School by the Environmental Club for Arbor Day. The Club will be picking out the species that they would like to plant and hope that this planting will be done the week of April 24<sup>th</sup>, when back from school break.

## New Business

1. Commission requested the secretary provide new maps with the measurements for the right of way throughout the borough.
2. Mr. Bond reported that the CTE requirements may go into effect next week.
3. Mr. Bond is requesting that the Commission go out to identify all Emerald Ash Borer trees throughout the town to determine if they would like to have them removed or look to go out for an RFP to get a contractor that could do soil injections in these trees throughout the town. Suggestion was made that additional funds will be needed when doing the 2018-2019 budget for this. Commission divided up the 10 districts within the town and will bring back the results of their audit of these trees at the next meeting.
4. The Secretary reminded all members that the Financial Disclosure Statements have been sent out to all members and they should process them as soon as possible. (Due date April 30, 2017)
5. Commission discussed the trees that border the resident's property line and resident's responsibility, the planting of potential ornamental trees to eliminate them intertwining in the overhead wires, and the hope to create links to the borough website to make residents aware of tree issues such as tree roots, ways to maintain their trees, etc.

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

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
MAY 11, 2017 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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



May 11, 2017  
Middlesex Municipal Building

The regular meeting of the Middlesex Shade Tree Commission for May 11, 2017 was cancelled due to lack of a quorum.

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
JUNE 8, 2017 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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



June 8, 2017  
Middlesex Municipal Building

The 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 Regular Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on December 12, 2017”

Members:                 Jason Bond  
                                  Dan Gitler  
                                  Sean Johnson  
                                  Jim Gorman  
                                  John Madden, liaison

Secretary                 Linda Chismar

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

Mr. Gitler made a motion to approve the April 13, 2017 Shade Tree Meeting Minutes seconded by Mr. Bond and carried by a unanimous vote of the Commission.

Mr. Gitler moved to accept the April & May, 2017 Finance Report seconded by Mr. Bond and carried by a unanimous vote of the Commission.

#### Communications

1. 405 Edgeworth Street – Commission recommended that a pruning be done on this tree and the hanging branch removed.
2. 131 Cook Avenue – Commission agreed to have the two trees in front of this property pruned.
3. 929 Lincoln Boulevard – Commission agreed to check to see if the tree at the above location is dead.
4. 2 Rutgers Lane – Mr. Bond reported that the tree in front of this property was dead and needed to be removed.
5. 400 Bound Brook Road – Mr. Bond will look at the tree in front of this property that is uprooting the sidewalk.

6. 408 North Lincoln Boulevard – Commission recommended that the tree on the back corner of the property by the shed on the Park Place side have the dead branches removed.
7. 409 Beechwood Avenue – Commission felt that nothing was needed on this tree.
8. 241 Giles Avenue – Commission suggested that a dead wood prune be done on this tree and remove the large branch that are hanging.
9. 523 Chestnut Street – Remove tree – dead
10. 238 B Street – Commission felt that nothing was needed to be done to this tree
11. 225 Fairfield Avenue – Commissioner Johnson will go out to look at the tree in front of the property that is growing in the power lines.
12. 125 Woodland Avenue – Commission will go out to find this location that indicated that the tree in front of the property needs to be pruned as there are low branches over the sidewalk.
13. 421 Fairview Avenue – Commission feels that nothing was needed on this tree.
14. 220 Vesper Avenue – Commission felt that the tree in front of property should be removed and replaced.
15. 401 Cook Avenue – Tree in front of this property is dead. No replacement.
16. 117 Fairfield Avenue – Mr. Johnson will look at the tree that is hanging over the property from across the street and see if it needs to be trimmed.
17. 311 Maple Avenue – Mr. Bond will look at the two trees in the front of the house that are dropping branches.

#### Work Agenda

1. 229 Giles Avenue – Trees have been removed.

#### Unfinished Business

1. American Watershed Ambassador Program – Mr. Bond will follow up on the status of this assessment.
2. CTE Requirements – This program should become effective January 1, 2017, but will not directly affect municipalities.
3. Town Audit on Emerald Ash Borer Trees – Commission started this audit and to date two districts did not have any of these trees. The Commission would like to prepare to go out for an RFP for a company to handle treatment of these trees which would become effective January 1, 2018. Mr. Gitler will supply Linda with a copy of specifications for this RFP.

4. Budget request for Planting with Tree Replacement Funds – Councilman Madden reported that the borough Administrator has approved funds be taken from the Tree Replacement Fund for fall planting.
5. Update on Tree Management Plan Requirements for 2017 – The Commission feels that they are on board for the year. Will began to work on their end of year assessment in September. We will be sending Shade Tree Commissioners to the Fall Meeting to get the required CEU's to comply with the management plan.
6. Arbor Day Tree – Commission approved the Proclamation. Mr. Johnson reported that the planting of the Arbor Day Tree at Mauger Middle School in the courtyard was successful. Mr. Johnson explained to the Environmental Club about proper watering and planting of the tree and the Environmental Club has invited the borough back next year to plant again for Arbor Day.
7. Mr. Gitler will contact the Arbor Consulting Group to attend a Shade Tree Meeting in the Fall.

#### New Business

1. Memorializing Hank Bruno – Mr. Bond recommended that for Arbor Day, 2018 the Commission could possibly have Boltzer Landscaping plant 2 more white swamp oak trees in the triangle by OLMV and install a plaque to memorialize Hank Bruno, who was the tree contractor for the Borough for many years. This will be discussed further in January, 2018.
2. Commission requested Councilman Madden, Shade Tree Liaison, bring to the Borough Administrator that they would like to amend the tree ordinance and would like to increase the fine from \$200 to \$700, when a resident removes a shade tree, and also have the resident pay for the replacement tree. Also, Mr. Gitler would like to begin notifying Barrie Palumbo to implement the fines in place now for the residents that have removed shade trees without notifying the Commission. They would like her to start ticketing residents (notified by Commission) that have removed these trees.

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

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
SEPTEMBER 14, 2017 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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





September 14, 2017  
Middlesex Municipal Building

The 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 Regular Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on December 12, 2016”

Members:                 Jason Bond  
                                  Dan Gitler  
                                  Sean Johnson  
                                  Jim Gorman (absent)  
                                  John Madden, liaison

Secretary                 Linda Chismar

Chairman Gitler opened the meeting to the public.

Pilar Trejos, 507 Walnut Street attended meeting and indicated that the tree in front of her home is causing damage to the sidewalk and driveway. She feels that branches are dropping and her neighbors have started complaining about the damage that this can cause. She is requesting that this tree be removed.

Mr. Gitler, Shade Tree Chairman explained that the commission has to assess the tree and report their findings. The commission members will report back on the quality of the tree and what is needed.

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

#### Presentations

Mr. Steven Zohn of the Arbor Consulting Group LLC was unable to attend this meeting, but will be sending out information for the commission to review that his group has to offer prior to the October meeting. Arbor Consulting Group LLC is capable of providing a data base inventory of trees in the borough. Mr. Zohn is planning to attend the October 12, 2017 Shade Tree Meeting.

Mr. Gitler made a motion to approve the June 8, 2017 Shade Tree Meeting Minutes seconded by Mr. Bond and carried by a unanimous vote of the Commission.

Mr. Bond moved to accept the June, July & August, 2017 Finance Report seconded by Mr. Johnson and carried by a unanimous vote of the Commission.

## Communications

1. 901 Mountain Avenue – Mr. Bond will go out to look at the tree in front of this property that resident feels needs to be trimmed.
2. 845 Lincoln Boulevard – Resident reported that the tree in front of his property was cracked. DPW looked at the three trees on the right of way, did not find a crack and also Shade Tree commissioners looked at these trees and determined that nothing was needed on all the trees at this time.
3. 516 Voorhees Avenue – Mr. Gitler will look at the tree in front of this property that has branches hanging over sidewalk and in wires.
4. 311 Chestnut Street – Mr. Johnson reported that nothing is needed on this tree as it is pruning in the tree that was reported, not a hole.
5. 507 Walnut Street – See Public Portion.
6. 404 Fulton Avenue – Mr. Bond & Mr. Gitler will go out to look at the tree in front of this property that has limbs leaning on the power lines.
7. 344 Cook Avenue – Mr. Gitler will look at the tree in front of this property that resident feels is dying from the inside.
8. 60 Ramsey Road – Mr. Bond will check on the tree in front of this property that may need to be pruned.
9. 401 Fulton Avenue – Mr. Bond will look at tree in front of the house that resident feels is hollow and concerned about branch hanging towards his house.
10. 314 Second Street – Mr. Johnson will look at the 5 sycamore trees in front of this property resident feels are uplifting the sidewalk, are dirty, and cause plumbing problems.
11. 544 Chestnut Street – Mr. Johnson looked at this tree and commission determined that it was dead and should be removed and replaced.
12. 427 High Street – Mr. Bond will look at the tree in front of this property that resident called about.
13. 511 Chestnut Street – Mr. Johnson reported a dead Norway Maple at this location and commission determined that it should be removed and replaced with a flowering dogwood.
14. 16 Marlborough Avenue – Mr. Johnson will look at the tree that resident feels is buckling sidewalk and requested that Shade Tree repair sidewalk.
15. 443 Runyon Avenue – Commission determined that there should be a safety prune of the tree on Clay Avenue.

16. 12 Park Place – Mr. Johnson and Mr. Gitler will go out to look at the tree that is in the front of the property that is dropping branches.
17. 150 Giles Avenue – Mr. Bond will look at the tree that is on the Fisher Avenue side of the property that is dropping branches and seems to be hollow.
18. 66 Greenbrook Road – Secretary will have the DPW measure to be sure that this tree is on the right of way. If it is a borough tree, then the commission will have it removed. **NOT A BOROUGH TREE**
19. 201 Fairfield Avenue – Commission agreed to reduce the weight on the overextended limbs on the street side of Fairfield Avenue (left side) of the large black locust. Also, they agreed to a crown cleaning, aerial inspection and prune both trees.
20. 405 Giles Avenue – Mr. Gitler will look at the tree in front of this property that has a hole in the branch and has branches in the wires.
21. 651 Cook Avenue – Mr. Johnson will go out to look at the tree that is dropping branches and resident requested it be removed.
22. 238 D Street – Mr. Johnson will go out to look at the tree that resident feels needs to be pruned.
23. 57 Greenbrook Road – Mr. Bond will go out to look at the tree that resident feels needs to be pruned as the branches are in the wires.

#### Work Agenda

1. 229 Giles Avenue – Trees have been removed.
2. 929 Lincoln Boulevard - Mr. Bond will look at this tree to see if it is dead.
3. 400 Bound Brook Road – Mr. Bond will look at the tree in front of this property that is uprooting the sidewalk.
4. 225 Fairfield Avenue – Commissioner Johnson reported that this tree is an Ash Tree and commission agreed to remove.
5. 125 Woodland Avenue – Mr. Gitler will go out to find this location where the resident feels that the tree in front of the property should be pruned as there are low branches over the sidewalk.
6. 117 Fairfield Avenue – Mr. Johnson looked at this tree and commission agreed that there should be a safety prune done and the canopy over the street should be thinned and reduced.
7. 311 Maple Avenue – Mr. Bond will look at the two trees in front of the house.

#### Unfinished Business

1. American Watershed Ambassador Program – Mr. Bond will follow up on the status of this assessment.
2. Town Audit on Emerald Ash Borer Trees – This process may be accomplished through the Arbor Consulting Group LLC if they are hired to do an inventory of the borough trees.
3. Update on Tree Management Plan Requirements for 2017 – The Commission will begin a review to fulfill the requirements for 2017 for the Tree Management Plan at the October Shade Tree Meeting. Two members need to attend the NJ Shade Tree Federation Meeting in October to remain in compliance. Mr. Bond will be attending and either Mr. Gorman or Mr. Gitler will be there. They will forward their meeting information to the Commission Secretary to submit purchase order.

#### New Business

1. Memorializing Hank Bruno – Mr. Bond recommended that for Arbor Day, 2018 the Commission could possibly have Boltzer Landscaping plant 2 more swamp white oak trees in the triangle by OLMV and install a plaque to memorialize Hank Bruno, who was the tree contractor for the Borough for many years. This will be discussed further in January, 2018.
2. Predator's Removal of Tree on Center Place without Shade Tree Approval – Commission discussed the conflict with Predator Tree Service removing Shade Trees without approval of the Shade Tree Commission. Shade Tree Chairman will contact Borough Attorney to discuss this matter. The Commission is concerned that there have been at least 12 shade trees removed in the borough without Shade Tree approval.

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

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
OCTOBER 12, 2017 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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



October 12, 2017  
Middlesex Municipal Building

The 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 Regular Meeting Notice which has been forwarded to the Courier News and posted in the Municipal Building on December 12, 2016”

Members:                Jason Bond  
                              Dan Gitler  
                              Sean Johnson  
                              Jim Gorman  
                              John Madden, liaison

Secretary                Linda Chismar

Chairman Gitler opened the meeting to the public.

Marion Bubenick, 200 Fairfield Avenue attended meeting and indicated that the tree on the Grandview side of her property had been observed by the DPW Supervisor and that it is filled with carpenter ants. The tree also surrounds the power lines and she thinks the branches on top of the tree are hollow. Chairman Gitler indicated that the commission will have a look at the tree and determine whether it is an emergency or what needs to be done.

Bruce DiRoma, 428 First Street would like to have his driveway redone, but he has an issue with the tree roots that are extending across his driveway, uplifting curbing and apron of his driveway. He feels that if they redo driveway that it will continue to buckle and compromise the tree. This tree is 10 feet from the driveway and is on his neighbor's property. Chairman Gitler indicated that he should let his neighbor know his intention and they will determine if it needs to be removed. If they agree on removal, the contractor would only be removing the tree and grinding the stump.

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

#### Presentations

Mr. Steven Zohn of the Arbor Consulting Group LLC was unable to attend this meeting. Chairman Gitler will follow up on this invitation.

Mr. Bond made a motion to approve the September 14, 2017 Shade Tree Meeting Minutes seconded by Mr. Johnson and carried by a unanimous vote of the Commission.

Mr. Gitler moved to accept the September, 2017 Finance Report seconded by Mr. Bond and carried by a unanimous vote of the Commission.

### Communications

1. 212 Lucia Street – Commission looked at the tree in front of this property with carpenter ants and felt that nothing was needed at this time. They will follow up and look again at this tree in the Spring, 2018.
2. 200 Fairfield Avenue – Mr. Bond observed this tree and determined that the small maple on the Grandview side of the property in the wires should be removed.
3. 428 First Street – Mr. Gorman will look at this tree that resident discussed during the public portion.
4. 520 Wellington Avenue – Commission determined that there are no dead locusts in this location and will follow up in the spring, 2018.
5. 308 Maple Street – Commission will go out to look at this silver maple to determine if it should be removed.
6. 145 South Lincoln – Chairman Gitler will go out to look at the oak tree that is dying across from Parker School as branches have fallen.

### Work Agenda

1. 929 Lincoln Boulevard - Mr. Bond reported that there was no tree at this location.
2. 400 Bound Brook Road – Mr. Bond reported that the ash tree is ok but felt that the maple tree on the life side of the property on Pond is split wide and needs to be removed.
3. 125 Woodland Avenue – Mr. Gitler reported that he could not find this property after numerous attempts.
4. 311 Maple Avenue – Commission agreed to remove the two trees in the front of this property, but would only be able to fit one replacement in this location.
5. 901 Mountain Avenue – Commission agreed that this tree should have the low branches elevated.
6. 516 Voorhees Avenue – Commission agreed that they should elevate the low branches on the tree in front of this property, in particular the ones that hang towards the house and driveway.

7. 507 Walnut Street – Commission determined that nothing was needed on this tree.
8. 404 Fulton Avenue – Commission agreed that we should take 50% weight off limb on wires.
9. 344 Cook Avenue – Commission reported that the maple tree has rotten core and should be removed and replaced with 2 oak trees. Also, on the Pierrepont side of the property the large maple branches should be removed that are leaning against the house.
10. 60 Ramsey Road – Commission looked at this tree and determined that resident wants to keep the tree, but we will reduce the canopy size by 20% to minimize storm damage.
11. 401 Fulton Avenue – Commission determined that nothing was needed on this tree at this time.
12. 314 Second Street – Mr. Johnson looked at these trees and determined that they should be elevated and branches should be removed that are over the roof.
13. 427 High Street – Commission determined that there was nothing needed to be done on this tree.
14. 16 Marlborough Avenue – Mr. Johnson reported that nothing was needed on this tree.
15. 12 Park Place – Mr. Johnson and Mr. Gitler will go out to look at the tree that is in the front of the property that is dropping branches.
16. 150 Giles Avenue – Mr. Bond looked at this tree and determined that the tree on the Fisher Avenue side of the property should be removed and replaced with 2 fastigiate white oaks.
17. 405 Giles Avenue – Mr. Gitler reported that nothing was needed on this tree and the hole in the branch was due to past trimming work done on the tree.
18. 651 Cook Avenue – Mr. Johnson reported that this tree should be removed and no replacement will be done.
19. 238 D Street – Mr. Johnson reported that the maple tree should have a dead wood removal and the canopy should be elevated to 15 – 18 feet.
20. 57 Greenbrook Road – Mr. Bond reported that this tree should be removed.
21. 401 Cook Avenue – Commission reported that the tree in front of this property should be removed and replaced with a small tree.

### Unfinished Business

1. American Watershed Ambassador Program – Mr. Bond reported that he has been in contact with the replacement for the representative that worked on the Borough's project and he will request to see the report that they prepared.
2. Update on Tree Management Plan Requirements for 2017 – The Commission will begin a review to fulfill the requirements for 2017 for the Tree Management Plan at the next meeting. Both Jason Bond and Jim Gorman will be attending the Tree Federation meeting at the end of the month to meet the CEU requirements for the plan.

### New Business

1. Fall Planting – Quotes were received from two contractors for Tree Planting in 2017. Boltzer Landscaping, Inc. submitted a quote, along with Blaine Construction. Boltzer Landscaping provided a quote of \$280.00 per tree, which is the lowest quote received. The Commission will be going to confirm and stake locations for the Fall Planting, and then Boltzer will be advised of the locations.
2. Commission discussed possibly bringing in the Borough Tree Contractor that removes the Shade Trees to discuss the removal of shade trees without Commission approval.
3. Councilman Madden questioned if the Commission had considered the requirement of a permit for residents for tree removal and the Commission discussed the possibility of initiating a "permit requirement" for the removal of trees by borough residents. Most all surrounding towns require their residents to obtain permits to remove trees on their property, and Commission mentioned that in Greenbrook the residents are only permitted to remove one tree on their property per year. Commission felt that by charging a fee and requiring a permit this may deter residents from removing trees. This will be discussed further by commission members.
4. Council Liaison Madden discussed the frequency and reason that an aerial inspection was done on certain trees. Chairman Gitler reported that they are not done frequently, and are only necessary when the commission cannot determine from the ground level the integrity of the tree and when they require the contractor to make that decision from above the tree line.

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

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Linda Chismar, Secretary

NEXT SHADE TREE COMMISSION MEETING  
THURSDAY,  
NOVEMBER 9, 2017 – 7:30 PM  
MIDDLESEX BOROUGH HALL

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