

THE HOBOKEN SHADE TREE COMMISSION

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DAWN ZIMMER
Mayor



Diana Davis, Chairwoman
Peter Bakarich, III, Commissioner
Matt Condon, Commissioner
Peter Cossio, Commissioner
Amy Sommer, Commissioner
Ken Missbrenner, 1st Alternate

Minutes of the March 13, 2017 Shade Tree Commission Meeting

The meeting was called to order at 7:12 p.m.

ROLL CALL:

Present were: Commissioners: Bakarich, Condon, Cossio, and Sommer, 1st Alternate Ken Missbrenner and Chairwoman Diana Davis.

Absent: Commissioner Cossio.

Also present: Chris Brown, liaison for Director Pellegrini of the Department of Environmental Services and Daisy Amado, commission secretary.

AGENDA:

1. Approval of the minutes of the February 13, 2017 commission meeting

Commissioner Missbrenner made a motion to approve the minutes with a second from Commissioner Sommer and the motion carried with all members present in favor.

2. Chair's Report

- Copies of Spring Tree Planting list distributed to Commissioners for review. Chair advised list was provided to Director Pellegrini last Wednesday. Chair thanked Commissioners Missbrenner and Bakarich for their time and efforts going out and inspecting sites. Only three sites were denied and a few were eliminated. Chair will follow up with Director Pellegrini and ensure bids go out on time. We have a total of 62 sites, one site with eight trees.
- Chairwoman stated she wants the sign-up for trees to be open all year long so residents may sign up at any time not just during designated times. She will make sure the City's communication manager, Juan Melli, updates the sign-in process on the website after this go around.
- ArborPro webinar will take place at the Commission's next meeting on April 6 which should be approximately 45 minutes. ArborPro would like this first training program to take place then have commissioners work on software, then they will come back to address any questions. Commissioners should bring their laptops for the webinar. The City will lend a projector and screen. Chair will send out a reminder prior to the meeting.
- The tree inventory will be updated at the end of May by ArborPro.

- The sapling give-a-way will take place on Saturday, April 8th. Chairwoman is looking for volunteers to assist her on Thursday, April 6 and Friday, April 7th at the Department of Public Works Garage on Observer Highway where she will be from 10am to 4pm separating trees, making bags, and preparing trees for the give-a-way on Saturday. Anyone may volunteer, it is a lot of work and any assistance is appreciated. Chairwoman will send out a reminder prior to those dates.

3. Review of 515-517 Jefferson Street – Commissioner Sommer

Commission reviewed plans and discussed. Commissioner Sommer made the following recommendations: agreed to the planting of three cherry trees; all pits should be two feet from the curb to save the trees from abuse of vehicles; trees pits should be 4x6 with railings around trees; and bark mulch as per the Shade Tree Commission's standard detail sheet.

Commissioner Bakarich made a motion to approve the recommendations provided with a second from Commissioner Missbrenner and the motion carried with all six members present in favor.

4. Website Updating – Commissioner Cossio

Item carried to the next meeting as Commissioner Cossio not present.

5. Spring Tree Planting Update - Chairwoman

Chairwoman discussed this item during her Chair's report earlier in the meeting. **AGENDA TAKEN OUT OF ORDER.**

6. Public Comments (limited to five minutes per person)

Michael Maciwzynski and Doug Graham appeared before the Commission at the commencement of the meeting and stayed for the duration. Both are residents of Hoboken and interested in joining the commission/volunteering to help out. Both gentlemen shared some background information about themselves with the commission. Commissioner Condon suggested they sit in on a few meetings and see if they like it and if it is a good fit then they can submit an application to be on the commission.

7. New Business

- Commissioner Sommer inquired as to the status of the CSIP grant. Chair advised she spoke with Director Pellegrini and we cannot apply until he finishes. State is to be given an "End of Project" summary indicating how money was spent, etc. We lost one grant last year. We need to follow-up with Director Pellegrini as to whether he received confirmation this has been closed out. It is due in April. Chris Brown will discuss with the Director.
- Arbor Day will be celebrated on April 28th and Director Pellegrini wants to plant trees on 11th Street where the commission had removed dead trees close to Willow. Chair wants commissioners to be present for event. She will send out a reminder closer to the date.
- Chair requesting a standard form be generated for protecting trees during construction. Commissioner Sommer took on the project of creating the form.

- Chair requested all commissioners fill out updated contact information sheet. All commissioners present handed same in.
- Commissioner Bakarich discussed city wide clean up on Saturday, April 29th from 10am to 2pm. All volunteers are meeting at Church Square Park. Commissioner mentioned he would try to have volunteers from Stevens to help Chairwoman on Thursday & Friday for sapling event and for this clean up event on the 29th as well. Discussion about Boy Scouts and Girl Scouts helping out.
- Chairwoman discussed Pier A landscape analysis prepared by Bosenberg & Company Inc. on November 2016 and a recent response to the report received from original landscape architect, Arnold Associates, who designed back in the 1990s. Director Pellegrini wants to have the original architect, the firm who wrote report in November along with commissioners all be a part of one meeting. Director will let the commission know of the meeting date and time. Original Landscape Architecture firm said trees were planted fine. Chairwoman will circulate Pier A November report and original architects' response to the commission for review.
- The Arts & Music Festival will be on June 11th and the location has changed to Fourteenth and Eighth Streets. Shade Tree will have a booth. We need volunteers and need to get polo shirts printed. Chair will email information. Director Pellegrini mentioned he can get some volunteers for this event.
- Chair advised that Director Pellegrini wants to draw the lines himself during the tree planting pit inspections. He will go out with whoever wins the bid. Chairwoman rather have commissioners do this. Discussion as to bid and hopefully the Director having this go on the City Council meeting of April 19th.
- Spring Tree Planting form was discussed again and Chairwoman asked if she should just divide it among the commissioners? It was decided that four commissioners will inspect sites. Chairwoman will purchase marking paint.
- Chairwoman mentioned that the commission's Annual Accomplishment Report was completed and will be mailed out tomorrow. This report is a requirement of the State.

Motion to adjourn the meeting was made by Commissioner Condon and seconded by Commissioner Bakarich with all members present in favor.

Meeting concluded at 8:07 p.m.