BOARD OF SHADE TREE & PARKS COMMISSION MEETING

MEETING MINUTES

January 8, 2020


Absent: C. DiPiazza, J. Vartolone, D. Minervini

D. Preis called the meeting to order at 7:32 p.m. and stated that this meeting of the Shade Tree & Parks Commission, as required, has been made public and posted at Borough Hall.

D. Preis asked for a motion to approve last month’s minutes. Motion made by M. Ivanicki, seconded by W. R. Comery. All in favor.

Public:

Superintendent’s Report:

583 Dover Street- K. Raschen recommended the release of tree preservation for 583 Dover Street. He stated the tree is in decline, but it is not due to construction activities. Motion to release made by M. Ivanicki, seconded by B. Keppler. All in favor.

59 Knollwood Drive- K. Raschen stated the tree has died, there was construction materials placed on the tree, and recommends we hold the bond for the additional 2 years. Motion made by M. Ivanicki, seconded by B. Keppler. All in favor.

233 Concord Drive- 2 oaks – K. Raschen stated there are no issues but one of the trees declined in the fall, he recommends holding it for one year until spring leaf out. Motion made to hold for a year made by B. Keppler, seconded by C. Hittel. All in favor.

55 Knollwood Drive- 2 Ash – treated in 2018, no issue, K. Raschen recommended release. Motion made by M. Ivanicki, seconded by B. Keppler. All in favor.

Planting- All planting is complete and all trees are in the ground. Treeland was sent a letter with all of their deficiencies regarding planting. Some trees had hooks, leans, etc. M. Ivanicki asked how many trees were planted. K. Raschen stated 401 total trees were planted this fall, and making sure the contractors were working well and correctly was very time consuming. The most trees planted in one day was 78.

PSEG- Sending notices of where PSEG is working on trimming. There were some issues with them leaving nubs, which now needs correcting. Asplundh is new to the area working with
PSEG, K. Raschen and our foremans are keeping an eye on their work. G. Voight also came in for a meeting and they will be returning to Midland Avenue for trimming. Permission was given to PSEG top certain trees that need removal so they can be replanted as quickly as possible. PSEG crews working on the 69KV project will be providing us with 2 trees for every one removed. A letter to residents has been dropped off so they are aware of the work happening in each area. They have a current permit filled out with our office as well.

**Budget**- J. Sexton and K. Raschen met with administration and finance, our budget should be the same as it was in 2019. We are concerned regarding capital/402 replacement. 402 (large tree truck) has been out of service for one third of the year, plus the days it is used for installing banners and hanging lights. It has been out of service 127 days out of 365 (the department is on call 24/7). 402 replacement is not a want, it is a need. It has been out of service for 4 days already in 2020. W. R. Comery suggested to only include working days. K. Raschen stated that total has been calculated as well.

**Authorization to Pay Bills**- Motion made A. Les, seconded by M. Ivanicki. All in favor.

**Assistant Superintendent’s Report:**

Reports- the first three reports have been submitted. The state of New Jersey allows Tree City to end the same time as the Annual Accomplishment Report mid-February. They are also changing the Community Forestry Management Plan guidelines to a 5 year extension for re-submitting. All our requirements are met for the 2019 year.

**Policy Manual**- Removal addendum – J. Sexton provided paperwork and it has been extended to homeowners/contractors. Administration is favorable. J. Sexton asked the commission to review the two form options for the upcoming December meeting. Each will be handled on a case by case basis.

**New Signs**- New Welcome to Paramus sign has been installed at Bluebell Court. The pending location is at Spring Valley Park. In addition, the little league sign was re-installed but the blue colors do not match.

**New Business**- K. Raschen informed the commission that we have new council liasons. J. Vartolone is the main, and the alternate is C. DiPlazza. An email was sent welcoming them and offering a tour of our operations.

**Personnel**-
Motion to adjourn meeting at 8:27 pm made by C. Hittel, seconded by B. Keppler. All in favor.