

**Dunellen Shade Tree Commission – Agenda
September 9, 2015 Meeting**

Attendees: Ken Baudendistel, Cindy Beam, Sue Butterworth,
Erica Grun, Robert Rios, Cate Walsh

Absent:

New Business

Street Fair Planning

- Update on schedule, supplies and activities
7am to 11am: Ken and Cate
11am to 3pm: Sue, Rob and Erica also Ken will help breakdown at 3pm
- Cate and Sue to supply 6 foot long tables. Ken has 2 folding chairs and will ask Cindy to borrow her shade tent. Ken will look into purchasing a shade tent for future events that will have DSTC across the front flap. Table will include informational materials, give away items and signup sheets.
- Ken will purchase a potted tree for display – try to get a red bud which is the seedlings the kids will be planting
- Activity for the kids will be making pots out of newspaper or brown paper and planning seedlings.
- Materials needed include:
 - Galvanized Tin with potting soil and paper lunch bags – Cate
 - Pot maker and paper – Sue
 - Seedlings, garden gloves, small shovels, peat pots - Ken

Harvest Festival – Sunday, October 11th 7am to 4pm

- We would like to handle it the same as Street Fair. Hopefully we will drum up some interest and can have volunteers start at the Festival.

Tree Inventory update

- Look over the current inventory
- Review Cates list that was checked by Sue to determine next action

Need a CTE

- Ken suggested that members call around to Certified Tree Experts in the area. The State has a list available of all CTEs. The list can be found at:
<http://www.state.nj.us/dep/parksandforests/forest/community/cte.html>
 - Cate volunteered to call a few CTEs
 - When anyone contacts a CTE, they should ask about pricing and experience. Please keep in mind that not all CTEs provide the same services. The NJ list describes what services each CTE provides.
 - It was suggested that we might want to contact the person being used currently by the town of Middlesex.
 - It was also suggested that we should ask if any CTE contacted would be willing/available to conduct a class for the public on tree care, pruning techniques and tree risk assessment (for free or for a discounted price, if possible). We would use this time to determine if we like the CTE and wish to use their services.

NJ Shade Tree Federation October Seminar

- Who will be attending

Fall Planting

- West Fourth Street
- Requested tree

500	Walnut St	2							Danna Biggs 3 old trees removed	908 240 2499		R	
760	Third St	1							John McAnn	732 424 6449		R	
300	New Market Rd	2							John Troranello	732 752 7496		R	Two trees dies and would like them replaced
118	Third St	1							Kai and Joe Silva (kaisilva@optonline.net)	908 906 7536		R	Request at street fair
237	Third St	1							Virginia Yesalavich	908 256 4153		R	Left message at Borough Hall _ I left message for her on 8/13
	Not given	1							Karen Fairchild (kbubble@aol.com)	908 240 3939		R	Request at street fair
715	Madsion Ave	1							Ron Stadler (rstadler@yahoo.com)			R	Request at street fair
649	Front St	1							Trish Campbell/Leebert Anderson			R	Request at street fair
	Coumbia Park	1							Peggy Hovan	732 968 1389		R	Request to plant in memory of son Will pay we plant
219	Second St	1							June Peers	732 968 1748		R	Tree planted in 2015 and did noit make it
	Columbia Park	1							Phil Ventriglia in memory of his wife	732 433 7413		R	Japanese Maple
	Columbia Park	1							Weeping Cheery			R	Replace one removed by Senior Ctr
	Pennfield	4							Send letters to all residents			R	Deb Weaver asked for this
	West Fourth	4							Send letters to all residents	732 589 4223		R	Tom Scarza Entire street needs trees
253	New Market Rd	2	N						Mary Dillon	732 424-7972		R	property. How ever, she would like to make sure you will
223	Front St								Peter Mendez	732-310-7968		R	Spoke to Cate
		24											

Tree Pruning- Propose a date for us to walk together and prune newly planted trees

CSIP Grant Update

- Filed for reimbursement. Copies of receipts
- Wrote up the in-kind services by member
- Etc...
- Still to do as part of the grant

Public Education and awareness

<i>Task</i>	<i>Responsible Party</i>	<i>Completion Date</i>
Plan and identify the date of the class	DSTC/LTE	15-Mar-14
Develop hand out materials	DSTC/LTE	1-May-14
Hold the class	LTE	1-Sep-14
Plan for Street Fair	DSTC	1-Aug-14
Develop materials/game	DSTC	1-Sep-14
Attend Street Fair	DSTC	15-Sep-14

The DSTC will accompany the professionals from a distance and use this as an opportunity to learn proper pruning technique. Watching and learning from these professionals will add to the DSTC knowledge base, increasing the Commissions ability to properly educate the community (page 10 of our CFMP). The DSTC utilizes planned educational programs such as the DSTC booth at the Street Fair, and the annual Arbor Day celebrations (page 13 of our CFMP) to educate the community. Here we would offer a class on tree care, pruning techniques and tree risk assessment lead by our retained LTE.

Updates

- RR embankment work
 - Would like to transplant some items and redo the signage

Old Business

- Tree Care Class for Public
 - Offer a class on tree care, pruning techniques and tree risk assessment lead by our retained CTE – tabled this for now.
 - We will see if we can find a new CTE to provide this class. Will use class to determine if we like the new CTE. Hoping to have this done for free or for a discounted price. To be tabled until we find a new CTE.
 - It was suggested that this class be held in the conference room at the library. Cindy is to see about reserving this room.

- New: Fertilization program for newly planted trees.
 - We need to have a fertilization plan for the newly planted trees. This is a requirement. It was suggested that we use some money to purchase fertilization sticks

- New: Organize a Borough street tour open to the public lead by our CTE to identify various trees along the way, answer questions and raise awareness of our current tree profile.
 - Tabled for now until we find a new CTE. It was suggested that this event occur on a Saturday, so that more adults could attend.

Next meeting – Plan and prepare for fall planting