

Long Hill Shade Tree Commission
Meeting Minutes
April 21, 2014

Attendees: Melanie Palmer Burdorf, Anthony Connor, Don Farnell, Phyllis Fast, Susan Jeans, Ann Marie McGowan (recorder), Peter O'Neill

Excused: Greg Aroneo, Walter Carell, Guy Piserchia, Paul Tamburri, David Welch

Meeting called to order at 7:05 PM

No quorum to approve March 17, 2014 meeting minutes.

COMMISSION BUSINESS

1. **Treasurer's Report:** Account has balance of \$11,142.14.
2. **Challenge Grant Program for 2014:** 12 trees—11 ordered by people getting trees for the first time. We're paying for one tree and putting in another 11. DPW is on board with marking locations. Trees include: (5) Winter King Hawthorns, (2) Pin Oaks, (3) Sunset Maples, (1) Muskagee Grape Myrtles. Walter is working on getting the best price.
3. **Arbor Day Observance:** Susan reported meeting with Walter, Don, and Lisa. Walter staked a tree—Beech tree. It is a tall, long-living tree, a good focal point. It will be over at the park. Town Hall is okay with this. The tree and bench are two separate things. Arbor Day is the 25th and planting will be around then. Walter suggests having a professional install it.
4. **Forestry Report Status:** Joe Dunn from the Morris County Soil District shared a draft document of the Shade Tree Commission's Forestry Plan. Report has to show five years out. Joe will send information on NJ Sustainability certification to Susan.

Action items

- Peter will prepare a flow chart highlighting Shade Tree Commission's reporting. Peter will also submit budget information.
- Susan will send art work and the three maps of historic tree list to Joe.
- Melanie will write a paragraph on Public Education & Outreach. Paragraph to include website, information about the Challenge Grant Program, and all public events such as upcoming Arbor Day Observance.

Joe will update the draft report and send it to Susan in two weeks. The report must be completed by June.

5. **Environmental Day**—Millington School—April 29, 2014. Anthony can attend and Melanie might.

OPEN DISCUSSION

Peter mentioned adding the category of Excused to the meeting minutes. Committee members who notified Susan in advance of their absence will be listed under Excused.

Don motioned to adjourn and Melanie seconded. All in favor. Meeting adjourned at 8:55 PM.

Next meeting **May 19, 2014, 7:00 PM** at the **Library**.

Respectfully submitted,
Ann Marie McGowan, Recorder