

**BOARD OF SHADE TREE & PARKS COMMISSION
MEETING MINUTES**

JUNE 8, 2016

Present: W.R. Comery, J. Mawhinney, J.A. Sexton, D. Preis, J. D'Arco, B. Keppler, C. Hittel, D. Minervini, J. Payoczkowski, K. Grady, Council Member Garcia, Parth Savalia, 360 Bullard Avenue; Linda Ezrapour, 260 E. Midland Avenue

Absent: K. Raschen, J. Warburton, M. Ivanicki

W. R. Comery called the meeting to order at 7:30 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. Minervini moved to accept May 11 Meeting Minutes, seconded by D. Preis 5-0 in favor

W. R. Comery stated that the Commission would take care of the residents present first.

260 East Midland Avenue: Mrs. Ezrapour stated that two trees were removed and two new ones planted. She was told one was removed because of storm damage and the other died of old age. It was explained to Mrs. Ezrapour the Board policy of replacing all trees that die or have to be removed.

L. Ezrapour left at 7:35 pm

#7. 360 Bullard Avenue: Parth Savalia would like to move the town tree away from his driveway so he can have a two car driveway. J. Sexton said that there was an existing tree and the homeowner was made to move the driveway 5' away from the tree. That tree then died. New tree was planted last year. W. R. Comery stated that if the homeowner will wait until fall, we will move the tree so you can put in a two car driveway.

D. Preis moved to move the tree in the fall, seconded by B. Keppler. 5-0 in favor
P. Savalia left at 7:40 pm

ASSISTANT SUPERINTENDENTS REPORT

#1. Arbor Day: We have worked with the Board of Education and will be having Arbor on Monday, June 13th, at 9:00 at Paramus High School. We will go in Friday to dig the hole and prepare.

#2. Spring Tree Planting: We are down to the last seven that we need a Police detail for. We have a detail for Friday and Monday. Police have been busy with PSE&G.

#3. Removals & Stumps: There are three stumps left for removal.

#4. 2015 Fall Trust Audit: At the end of the growing season, we audit the Trust account. This is the money that developers paid for either tree planting or protection. Long Term Insurance was instituted 20 years ago. This money is used to pay for replacement trees. It is used to purchase liners for planting in the Bossolt Nursery.

D. Preis moves to accept the audit, seconded by D. Minervini. 5-0 in favor

#5. 33 Harmon Drive: They are requesting not the have a replacement tree planted. They are worried that because the tree took out the wires. The Commissioners to look at house to make sure there is enough room for a replacement tree. W. R. Comery would like the tree not to block the flag pole. We can shift the tree if there is room for one. Send letter.

#6. 281 Dunkerhook Road: Homeowner requesting return of planting money. Only one out of three trees that were paid for were planted.

D. Preis moved to return \$700.00 for two unplanted trees, seconded by C. Hittel. 5-0 in favor

#7. 360 Bullard Avenue – done

#8. We received a thank you from the Health Department for the use of the garage for the Rabies Clinic.

#10. Sustainable Jersey: We submitted the application on June 6. We were able to submit 195 points and are waiting for comments from them. We are going for the Bonze this time.

#11. 2916 NJDOT Adopt a Spot: W. R. Comery said the State of New Jersey has adopted the program to have the overpasses maintained by landscapers. J. D'Arco has informed the DOT that we would still do it. If we get approval from the state, we would get landscapers from Paramus and they could put up a sign. We will be giving it our best shot. W. R. Comery said that Shade Tree has always supported the project. He would like Mr. D'Arco to hold off until we get planting on DOT property. These locations are where DOT cut down all the trees by the overpasses. W. R. Comery contacted Paul Prospect at the state. He told him that we are the recipient of the No Net Loss Grant and we would like to plant at the three locations, Midland Avenue, Ridgewood Avenue and Linwood Avenue, which were harvested. Mr. Prospect is in favor of it. No one knows why the trees were removed at those locations and we are not the only town. C. Hittel wants to know what will stop the state from doing it again. After we adopt the spots, we will maintain them.

#12. CORE Training: Three employees attended the training, Glen Suhr, Chris Petronzio and Kim Grady. Commissioner Matt Ivanicki also attended. This is needed for our immunity from prosecution. We have 19 individuals that have been trained. All we are missing is a governing official.

#13. Tree City Questionnaire: the National Arbor Day Foundation sent out a questionnaire. They are looking for volunteers to fill out. If anyone is interested, we have the email for the link. J. Sexton would also like to set up a photo op for the 40th year flag to add to our wall of photos.

#14. Memorial Day: Prior to Memorial Day, May 15, was Police Memorial Dedication. For Memorial Day crews prepared the Fire, Rescue and Veterans memorials and 37 games were played on five fields for a tournament.

#9. Sidewalk Bid: W. R. Comery reviewed the bid for the first time today. He discovered some glitches. He and Mr. D'Arco are to discuss bid after the meeting. J. D'Arco stated if here are corrections, the can be sent to anyone who has requested a bid packet. It will be taken care of tomorrow morning.

#15. Authorization to pay bills: D. Preis moved, seconded by B. Keppler 5-0 in favor

AGENDA

General: Nothing

Insurance: 143 Thomas Drive: Notice of Violation – he appeared before the Commission requesting that we not plant a tree because he needed to get to the pool from that side of the house to maintain his poll mechanics for his wife's therapy. Now he has gone and topped the other tree. We have a good rapport with the resident's in trying to help them with their issues, but we cannot ignore our policies.

Land Use: Nothing

S/W: This will be changing.

CHAIRMAN'S REPORT

#1. Condolences: W. R. Comery gave a donation to the Arbor Day Foundation for a tree to be planted in a National Park or Forest in B. Keppler's name and sent her a dish garden from the Commission. B. Keppler sent a thank you.

#2. Resignation: J. Mawhinney has sent in her resignation as Board Secretary due to health reasons. This is the first time we have had this happen. The Commission by state statute shall appoint a secretary. The governing body has guidelines as to what the secretary gets paid. C. Hittel asked K. Grady if she was interested in the position and she said yes. Do we have a motion to fill the vacancy? C. Hittel moved to appoint K. Grady as Secretary, seconded by D. Preis 5-0 in favor

K. Grady has filled in during J. Mawhinney's absences. W. R. Comery feels there will be no problems with this. The secretary no longer gets a stipend, will she get overtime? J. D'Arco said anything over 8 hours a day is 1 1/2X and anything of 40 hours a week is 1 1/2X. All employees in the PEA are entitled to overtime so the stipends were rolled into the salaries in the last contract. K. Grady will report to W. R. Comery on the hours and the Commission will approve them. They will then be sent to payroll.

#3. Roots in the Lawn: w. R. Comery and K. Raschen had met with the Mayor and J. D'Arco. According to J. D'Arco's research, maybe we should not even do the roots in the lawn. He sent an email to the Mayor and Council that we should not be pruning roots, but just top soil and seed. J. Garcia wanted to know if we should be cutting the roots at the sidewalks either. W. R. Comery said that over the past 20 years we have had minimal damage. We do it with the least impact on the trees. We have it in the bid that the person doing the roots must be trained. Hillsdale had a contractor do it without training and within 2 years they either fell or died. When we do the sidewalk we look at the roots and the canopy. The tree is scheduled for trimming. If you remove roots, you must do trimming of branches to also allow the wind to pass through the trees. If you give us the resources, we can get it done, but it can only be done six weeks during the spring and fall. In summer it would stress the trees too much. After pruning, we topsoil and re-seed. We tell the residents that they must water the seed. The homeowner cannot keep up with the watering in the summer. W. R. Comery asked for 2 seasonal workers for the 2 seasons to assist our root pruning employee. We will do the back log this fall.

#4. K. Raschen is concerned about the terrible condition of the fields. We had some problem in the spring in getting our supplies. J. Garcia wants the fields taken care of going forward. W. R. Comery said that K. Raschen knows what needs to be done. He said that we have 1/2 of what we need.

W.R. Comery : Ken said that we have 1/2 of what we need to do the job. I told the Mayor that we are going to put together a program for the fields. This is the first time we ever had this problem.

J. Sexton stated that we only received the products two weeks ago.

J. D'Arco: Finance told him that finance never got the paperwork from your staff in time. This is the only department that is having problems with Finance.

W. R. Comery: I know of at least 2 other departments. S. Biondi said in our meeting that nothing was going to be paid until after the May taxes come in.

J. D'Arco: She never said that.

D. Preis: Yes she did.

J. D'Arco: That is untrue. It is your staff that is incompetent. I had them retrained on Edmunds. If I need to do it again and they still can't get it, I will fire them. They need to plan better.

J. Sexton: We do plan each year. We went from \$75,000 down to \$49,000.

W. R. Comery: We need the money for the product in the spring.

J. D'Arco: You don't buy rock salt in the winter. Your staff didn't do their job. The budget has been in place for 4 weeks.

J. Mawhinney: I only found out about the budget being in place 4 days ago.

J. Garcia: It doesn't matter whose fault it is, the fields just need to be done. The residents need good fields and they should be shipshape again.

#5. Sirianni Park: Suez came out and put the meter in and then said that there was no back flow device and took the meter back out. They said that because it is a seasonal billing it must have a back flow device. It is about \$3,000 for each device, for a total of about \$68,000 for all the fields. IF we are going out to bid for the devices maybe we should put the locations in pits above ground. When we found out that the restrooms were not going to work, Recreation was told. J. D'Arco said that Shade Tree should o up the specs. W. R. Comery said that Shade Tree & Parks are not plumbers and can't do the specs. Start with the fields and then the parks.

OLD BUSINESS

266 Farview Avenue: Mrs. Tamburro's tree is gone.

115 Circle Drive: Almighty Tree, 7th payment received

Yavneh: J. Sexton had a meeting and by July it will be resolved to some extent. W. R. Comery would like to know any indication of what they are going to do? J. D'Arco stopped at Yavneh and told them the trees have to be replaced. There are issues with the front lawn and the shrubs are wrong. They must maintain the landscaping as per the Planning Board approvals to keep their Certificate of Occupancy. They were sold a bill of goods by their landscaper, but they have been ignoring us. J. D'Arco will coordinate a meeting between Shade Tree & Yavneh.

PSE&G Violations: Get a complete tab.

NEW BUSINESS

None

D. Preis moves to close meeting, seconded by D. Minervini 9:20 p.m.

5-0 in favor

Respectfully submitted by,



Jill Mawhinney, Secretary