

## BOARD OF SHADE TREE & PARKS COMMISSION MEETING

### MEETING MINUTES

October 12, 2016

Present: W.R. Comery, S. Dahl, J.A. Sexton, B. Keppler, C. Hittel, M. Ivanicki, K. Raschen, S. Sullivan, J. Warburton, Neveen Elgawly, 388 Harrison Street, Joe Payoczkowski

Excused: D. Preis

Absent: D. Minervini, J. Garcia

W.R. Comery 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.

B. Keppler moved to accept September 14, 2016 minutes, seconded by M. Ivanicki All in favor

W.R. Comery stated that the Commission would be taking care of the resident first.

388 Harrison Street, Neveen Elgawly: Mrs. Elgawly explained that a town tree damaged her driveway severely. Her cracked and uplifted driveway damaged her car as well as her daughter's. She then explained that she feels she should not have to pay for a new driveway herself because she did not put the tree there. K. Raschen explained that if she replaces the driveway, the Shade Tree Department can coordinate with her contractor so that when the asphalt is lifted, a crew can come and clear out the roots below the asphalt to prevent further damage. She showed W.R. Comery photos of the driveway, and he noticed that the town tree is too close to it, suggesting that when the new driveway was done, it was done in violation of Borough Ordinance ST-1. J.A. Sexton showed the Commission reference photos as well. W.R. Comery mentioned the commissioners should do an onsite inspection, and after that will come to a decision at the November meeting and send a new letter.

153 Victoria Terrace; Neveen Elgawly mentioned that when she lived here, prior to her home on Harrison Street she had to put two deposits down during construction, \$275 each, for new trees. The property did not have any town trees due to the large private trees close to the planting easement. She requested the deposits back now, because the trees were not planted while she lived at this residency, but after. W.R. Comery and J.A. Sexton both explained to her that the deposit stays with the block and lot, as it does with all building applications. This way if the private trees do come down, there will be town trees planted.

N. Elgawly left at 8:03 p.m.

### SUPERINTENDENT'S REPORT

1. 224 Concord Drive, Agnes Wanat: The resident paid a tree preservation for one oak tree, and she cut down a private Sycamore tree. Because the Sycamore tree was removed she had to put down a tree deposit. She then sent in a letter requesting that the tree be donated to a park, etc., but she does not want it on her property because she believes there isn't enough room for it. W.R. Comery suggests another onsite inspection by the commissioners, and then the Commission will come to a decision at the November meeting and inform her of it.

2. 270 Drew Ave: K. Raschen checked the location, stated the tree is doing well and the preservation bond would be able to be released. J. Warburton motioned to release the bond, seconded by M. Ivanicki. All in favor.
3. 143 Thomas Drive: K. Raschen explained that The Shade tree Department has two estimates for corrective work on the tree this resident damaged. One was done by him, one done by Almstead because they have a certified tree expert on staff. The resident is currently out of the country, If he does not pay one of the provided amounts for the Notice of Violation once he is back, a summons will be issued so approved by the commission.
4. 192 Haase Avenue: K. Raschen checked the location, stated the tree is doing well and the preservation bond would be able to be released. Motion to release bond by B. Keppler, seconded by J. Warburton. All in favor.
5. 225 W. Midland Ave: Got resistograph from Rutgers University, the Elm Tree is not doing well in the center but the surrounding wood is still very healthy. W.R. Comery mentioned that it's still strong enough to stay up, and would like to save it as much as possible. The Commission agreed the tree will remain.
6. Turf and Field Renovations: K. Raschen explained the check list/time outline that was created for the work being done at the Sportsplex and the Municipal Pool. It was presented at October 4<sup>th</sup>'s Mayor and Council Meeting as well to keep everyone on the same page with the work and explain the reasons for the timeline; such as the waiting period after herbicide application before seeds will be able to germinate. It is moving along well, excluding the fact that the water at the Pool will be shut off temporarily. Water must be turned on so that the program can continue.
7. Authorization to Pay Bills: motion by J. Warburton, seconded by M. Ivanicki

#### **ASSISTANT SUPERINTENDENT'S REPORT**

1. Shade Tree Federation Conference: The conference is in Atlantic City, J.A. Sexton mentions that he thinks it would be a good idea to send W.R. Comery and K. Raschen so that they can receive their CEUs as required by the Community Forestry Assistance Act. This gives the Borough of Paramus immunity from liability.
2. No Net Loss: There are 363 trees to be planted in the fall of 2016. K. Raschen and J.A. Sexton explained that they met with Treeland Nursery to make sure they would not be using any substitutions, would use the correct trees outlined, and would follow all guidelines. The work is going well and they're making progress.
3. Sustainable New Jersey: J.A. Sexton received confirmation on October 12, 2016 that the Borough of Paramus was awarded a bronze award and 195 points.
4. Roots in the Lawn/Newsletter: The Shade Tree Department sent out letters along with Hold Harmless forms to all of the residents on this season's roots in the lawn list. This allows Shade Tree to go on their property and cut the roots. There are 68 locations complete, and we sent out 40 follow up letters to any residents who did not sign and send their original hold harmlessness

back to us. Any that are not completed in the fall will be done in the spring. In the quarterly Paramus Newsletter, the article pertaining to roots in the lawn contradicts itself.

5. Winter Removals: There are many trees in the Borough marked to come down. 453 to be removed for the No Net Loss program, 23 will be assisted by Bergen County and 42 will be assisted by PSE&G
6. Sidewalk Program: There was a pre-construction meeting with D & L paving, who were awarded the sidewalk program. The deadline for completion by the MBC, is November 30<sup>th</sup>. We are awaiting an update from them.
7. Flag Pole at Veteran's Housing: The Shade Tree Department assisted Sam Casiello in a project. Joe Payoczkowski, Parks Foreman, installed a new flagpole for them. It went well and is all done.

### **CHAIRMAN'S REPORT**

No capital improvements received for 2016. This is a concern because unreliable and old equipment is not being replaced. This severely hampers the productivity of the crew.

### **AGENDA**

General: Nothing for discussion

Insurance: Nothing for discussion

Land Use: Nothing for discussion

Personnel: We need to fill vacant positions, looking into posting something in the paper for tree climbers as soon as possible. K. Raschen was directed to contact Mr. D'Arco on this matter for immediate postings since 3 out of 4 approved tree climber positions are vacant.

### **Old Business**

PSE&G Violations and Restitutions: W.R. Comery suggests that The Shade Tree Department sets up a meeting with Rosalie from PSE&G about what we need from them pertaining to the restitutions.

Yavneh Academy: Needs an onsite inspection of the irrigation, approved dead and missing tree, and shrub planting. K. Raschen is to contact Mr. D'Arco regarding this matter. Replacement must be done fall 2016 since this has been going on for almost 2 years and the neighbors are complaining.

### **New Business**

J. Warburton suggests someone check the clay at Babe Ruth Field at Petruska Park.

J. Warburton motioned to adjourn, M. Ivanicki seconded at 9:39 p.m.

Respectfully submitted by,