

**Princeton Shade Tree Commission  
Minutes of January 28, 2020  
Monument Hall--East Conference Room  
1 Monument Drive, Princeton, NJ 08540**

**Members**

**Voting:**

Sharon Ainsworth  
Victoria Airgood  
Welmoet Bok van Kammen  
Patricia Frawley  
Lily Krauss  
Alexandra Radbil  
Janet Stern

**Non-Voting:**

Sandra Chen: 2<sup>nd</sup> Alternate  
Ray Devoe: 1<sup>st</sup> Alternate

**Council Liaison:**

Michelle Lambros

**Town Arborist:**

Taylor Sapudar

**Guests:** None

The regular meeting of the PSTC was called to order on 1/28/2020 at 5:04 pm by Ainsworth.

**Opening Statement:** Read by Ainsworth.

**Roll Call:** Bok van Kammen, Krauss, Stern, Lambros, Chen, Frawley, Sapudar, Ainsworth.

**REORGANIZATION**

**1. Election of Chairperson**

**Motion** by Frawley and seconded to accept Ainsworth as Chair for the 2020 PSTC year

**Ayes:** Bok van Kammen, Krauss, Stern, Frawley, Ainsworth.

Motion carried.

**2. Election of Vice Chairperson**

**Motion** by Frawley and seconded to accept Krauss as Vice Chair for the 2020 PSTC year.

**Ayes:** Bok van Kammen, Krauss, Stern, Frawley, Ainsworth

Motion carried.

**3. Designation of Secretary**

**Motion** by Frawley and seconded to accept Janice Most as secretary for the 2020 PSTC year.

**Ayes:** Bok van Kammen, Krauss, Stern, Frawley, Ainsworth.  
Motion carried.

**4. Review of 2020 Members List: accepted as presented.**

**Minutes:** The minutes of the Dec. 17, 2019, meeting were approved with addition by Ainsworth and a motion made by Bok van Kammen and seconded.

**Ayes:** Bok van Kammen, Krauss, Stern, Frawley, Ainsworth.  
Motion carried.

**REPORTS**

**1. Arborist Report**

Death of Robert Gregory was acknowledged with relevant impact reviewed. We have been accepted as Tree City for the 2019 year. Some progress has been made on replanting Prospect Street trees from Washington to Fitzrandolph. A landscape architect has been hired to replant this extensive area with tree pits and **Belgian** blocks. The Quarry Park equipment has been installed with Sapudar working with the contractor to protect the trees. More trees **will** be planted to replace the ash trees. The ash tree contract will focus on the Fieldwood community, local parks and Mountain Lakes where Sapudar is working with the ecologist on a small reforestation project where whips and seed producing 2 ½ trees will be planted in a fenced in area on the property. The canopy of the fuel station will be removed. The first commemorative tree has been purchased and will be planted in the spring in Marquand Park. Letters for planting in the spring will go out shortly. A brief discussion of the Nassau Street tree planting was reviewed with Sapudar indicating that there will be tree pits offset from the street. The seedlings for the 3<sup>rd</sup> Grades have been ordered with Sapudar planning presentations for Arbor Day this April  
(Radbil arrived at 5:21)

2. **Council Liaison Report:** Lambros indicated that Council has had a packed few weeks with Nassau Street tree replanting one of the priorities. Bok van Kammen spoke about the need to work with other groups to coordinate with **ARCGIS** to provide usable information. Consideration is being given to the design of commemorative plaques with input sought from other relevant groups within the community.  
(Devoe arrived at 5:32)

**NEW BUSINESS**

The community forestry plan is due on February 15, 2020. The number of hours (1327 ) have been donated with a value of 33755 dollars in terms of volunteer contribution. Ainsworth reviewed our system of volunteer hours and CEUs. Bok van Kammen asked about the process of obtaining CEUs that DEP Forestry accepts. Rutgers website addresses acknowledged websites offering CEUs with opportunity to send in items under consideration. Members are urged to look for items that indicate Community Forestry credits. Ainsworth and Chen attended a Trenton meeting on Emergency Management Planning. The meeting explored methods of providing an Emergency Management plan that focuses on a tree component. **For example**, Princeton does not have a plan addressing vegetative debris. Rationale for addressing this issue includes, first, having procedures in place providing concrete guidance. Second, by writing an annex plan, it may be revealed that there are

procedures missing that are not considered at present. Third, the town doesn't have a pre-approved plan for storm debris storage, and this would preclude FEMA reimbursement in the event of a storm. Specific documentation requirements need to be in place for FEMA reimbursement, so it is beneficial to the municipality to establish such a plan. The NJDEP forestry may expand its current grant program to include the development of a vegetative debris management plan. A new municipal plan is due within two years.

## **OLD BUSINESS**

### **1. c)**

Stern indicated that this document is finished with minor editing needed to clarify the document for general use. Stern identified several areas that need to be clarified. Discussion expanded to other uses for the Reserve Fund with suggestions including establishing pocket parks or mass planting of trees. Suggestions were offered to adjust the document to reflect current considerations.

**Motion** by Krauss and seconded to table approval of the appendixes A and B until revisions are in place.

**Ayes:** Krauss, Bok van Kammen, Stern, Radbil, Frawley, Ainsworth.

Motion carried.

**2. Volunteer Evaluation of New Planting Sites (Bok van Kammen)** postponed with forms to be shared.

### **3. Tree Inventory as it Relates to STC Goals (Bok van Kammen)**

Bok van Kammen began discussion of this item by indicating the need for undertaking the tree inventory. Chen stated that one issue is deciding how much information needed to be collected for each tree. Also, Sapudar is hoping to have personnel to begin the inventory this coming summer. Amount of data to be collected became the focus of discussion. Sapudar stated that Davey Tree could undertake the inventory for a fixed amount of money which would accomplish the task in a timely manner providing the data that would be useful related to goals and planning. Criteria needed to be collected should be established, working with Sapudar to determine relevance and need.

### **4. Tree Protection Zone Redraft (Stern/Chen/Ainsworth)**

Input from Airgood and Bok van Kammen have been provided. Airgood's input added new definitions in addition to obtaining a building permit. Stern stated that parts of the Airgood input referred to construction which impacted other divisions within the town administration. Ainsworth recommended that the draft provided by Bok van Kammen (CRZs and distance) and items already clarified/adjusted be accepted.

**Motion** by Krauss to accept draft with modifications

**Ayes:** Krauss, Bok van Kammen, Radbil, Stern, Frawley, Ainsworth.

Motion carried.

Stern will make adjustments to the draft. When the edited document is provided it will be distributed to necessary parties with the goal of meeting with legal counsel to review and move forward.

### **5. Commemorative Tree Planting Protocol (Radbil/Stern)**

**Motion** by Krauss and seconded to send the revised version to Janice Most for forwarding to Council.

**Ayes:** Krauss, Bok van Kammen, Stern, Frawley, Radbil, Ainsworth.

Motion carried.

## 6. Website Status (Stern)

This was postponed, with notification that the website now has an "info@" link, which residents can use to ask questions or make comments. The link goes directly to Janice Most, who will send the queries or comments to Ainsworth. Also, documents on the website, like the lists of registered landscapers and arboriculturalists, need to be updated for the current year. Sapudar said he would look into both this and removing the name of the former PW director from the various STC forms that are on the website. Members were encouraged to review the FAQs to provide input regarding removal, update, or adjustments.

## 7. Mulch Volcano Door Hanger Final Changes (Devoe/Stern)

Devoe updated the committee on the final product, with Stern's modifications to language and graphics still needed. An essay project is under consideration.

**OTHER** None.

## **ADJOURNMENT**

**Motion** to adjourn made by Krauss and seconded.

**Ayes:** Stern, Frawley, Radbil, Krauss, Bok van Kammen, Ainsworth.

Motion carried.

**Meeting adjourned at 7:30 pm.**

## **Addendum: Action Plan**

<b>Action</b>	<b>Due Date</b>	<b>Responsibility</b>
Tree Planting Subcommittee	March	Sapudar STC members TBD
Volunteer Action Plan	February/March	Bok van Kammen
Tree Protection Zone: Edit	February/March	Stern Chen
Mulch Volcano Door Hanger	February	Devoe Stern
Website FAQs review	March	Stern Radbil

Commemorative tree Planting Protocol-edit	February/March	Radbil Stern
Shade Tree Trust Reserve Appendixes-edit	February	Stern Radbil

