

Shade Tree Commission

Minutes

February 15, 2011

Present: Dorothy Rasmussen, Lauren Rabinowitz, Tracey Gelber, Cher Krumins-Beens, Frank Ferrera, Maggie Manzo, Ushantha Govender

Meeting was called to order at 7:12PM by George and seconded by Tracey

- George provided an outline for the general agenda and rules followed during STC meetings. Tracey noted minutes will be emailed to all commission members prior to the next scheduled meeting so they can be approved quickly. The Minutes from the January 2011 meeting were unanimously accepted.
- George detailed the STC mission statement as information to new members.
- Tree City Status – George has information for Lauren to complete renewal application.
- Arbor Day – Working with Campbell School, not made initial contact, am thinking of a poster contest. Will have an update before the next meeting. Will work with Home Depot again for donation of trees. Will need to purchase handouts (stickers, pencils, awards for winners etc.)
- Country Fair – No updates, will discuss further later in the year. All members offered assistance to Frank. Vote for town tree was brought up as a possible fun thing to do at the fair. Will need to purchase supplies for salt ornaments and to create new displays.
- Web/Outreach – Lauren to give additional access to Cher and Tracey. Cher to work on idea for new blog detailing her first year in public service with STC.
- Budget and spring planting – George had made a budget request of Bill Boerth recommending that the STC budget be kept at 2010 levels. The budget for 2011 is currently set at \$6000.00 and STC is planning on only one planting as a result. A spring planting schedule will be created and bid requests sent. Homeowner requests are the first requests to be filled. Then STC makes a determination as to what areas in town need trees.
- George provided an update on the designated funds/donation, STC cannot directly receive donations but a line item can be created within the Borough budget for STC.
- There is a balance due to STC from a Tree Survey Grant. George to get the report updated so the monies can be received.
- Dorothy to work with Lauren and Tracey to allow them access to the Metuchen Tree Inventory. Will determine a time to meet to train on how to use and access the inventory.
- Lauren will update the Library Bulletin Board in April.
- George noted the Chamber of Commerce Borough Brochure and will follow up with Sheri Rose Rubin or Jan Margoles to see if STC can get a story included.

- Members were reminded of meeting dates and a note was made that the October meeting will be held on Tuesday, October 11 due to the Columbus Day holiday. The group also confirmed that Monday evenings are the best time for meet.
- George called the meeting to be adjourned at 8:03, seconded by Lauren