

## **Metuchen Shade Tree Commission – Meeting Minutes – January 3, 2023**

Attending: Dorothy Rasmussen, Bettina Caluori, Ken Sammond, Jeremy Campbell

Public: Rebecca Sabreen

Meeting began at 7:38 pm.

### **Approval of Minutes from November 1, 2022**

Ken Sammond moved to accept minutes, and Jeremy seconded. Minutes accepted.

Discussion began with review of recent STC history, need to elect the chairperson.

Suggestions for gearing up in this new year:

Ask Melissa Perlstein (Borough Administrator) and possibly Brian Lewis (Public Works) to meet with the STC on relevant borough processes (operating vs. capital budgets, our role vs. borough staff). It was agreed that this invitation should be for the February meeting. Before that meeting, the new chairperson could give Melissa Perlstein background on recent challenges.

### **Election of Chairperson**

Ken Sammond nominated Jeremy Campbell for chairperson. Bettina Caluori seconded. All present in favor. One abstention.

### **Annual Accomplishment Report**

Jeremy asked members to email him the number of volunteer hours in the past year.

Members went over responses to put into the report. Outstanding needs: Specifics for the Tree Budget from the borough.

Members accessed and reviewed the most recent Community Forestry Management Plan.

Clarifications are needed about the tree budget so members understand the different budget lines for different tree-related projects in Metuchen. This relates to the request to speak with the Borough Administrator.

### **Tracking Volunteer Hours**

Members were reminded to track all the minutes and hours of activity for the STC. These are “billable” volunteer hours. This includes training hours, too.

Jeremy motioned to adjourn, Ken seconded, and all were in favor. Meeting adjourned at 8:57 p.m.

