

## **Borough of Hightstown Environmental Commission**

### **Environmental Commission Meeting**

Meeting Date/Time: March 22, 2011 / 7:30 PM  
Meeting Location: Council Meeting Room  
Attendees: Barbara Jones – Chair  
Yan Troizier – Vice Chair  
David Zaiser- Shade Tree Official  
Gary Grubb  
Keith LePrevost  
Donna LePrevost  
Borough: Mayor Steven Kirson  
Councilmember Skye Gilmartin  
Superintendent of Public Works, Ken Lewis

The meeting was called to order at 7:35pm by Chair Barbara Jones

The Chair announced the meeting conformed to the Open Meetings Act stating its date, time and location advertised in the Borough's newspapers of record.

**Public Discussion:**  
None.

### **Discussion Summary:**

- 1.0 Agenda Approval.** The draft agenda was unanimously approved (moved by Zaiser, seconded by Troizier).
- 2.0 Approval of Minutes:** The February 22, 2011 meeting minutes were approved (Jones approved, seconded by Zaiser).
- 3.0 Shade Tree Matters:**
  - 3.1** David forwarded the Summit Street sidewalk construction plans to the Commission. Final design drawings are underway, but have not been resubmitted by the Borough Engineer.
  - 3.2** Green Community Grant has been approved. Appears that all our paperwork is in order. We can begin to engage consultants to help with rewriting our Street Tree Management Plan.
  - 3.3** Borough Tree Inventory: There are a few small remaining areas in the Borough where trees need to be evaluated. This is scheduled for mid Spring 2011.
  - 3.4** David met Nelson Tree Service regarding tree trimming around the Borough's electrical OH wires. Trees and workplans were discussed. New Regs were presented to David re: a trimming radius 15' from the ground.

Meeting with Nelson to discuss the pruning of the Elm downtown was still pending.

- 3.5 114 Park Avenue Street Tree. Keith related a discussion he had with Mrs. Bontempo (resident at this address) who felt that they had not been dealt with fairly with respect to the status of the tree in front of their house. Next steps were not determined.
- 3.6 Removal at 161 Lincoln. Keith noted that a street tree may have been removed at 161 Lincoln. Dave to investigate.
- 3.7 Tree Ordinance. There was general discussion about re-writing the tree ordinance to expand its scope.

#### **4.0 Parks and Recreation:**

- 4.1 Rocky Brook Resource Center Boardwalk: Completing the Boardwalk is a major Goal with Parks & Recreation and the Environmental Commission. Volunteer assistance is vital to completing this Boardwalk.
- 4.2 Greenway Responsibility: Parks/Recreation and Environmental Commission need to meet and discuss the Greenway responsibility. Councilperson McGinty to write a resolution naming the Parks and Recreation Commission as the entity responsible for the Greenway for submission to Council/Mayor for further deliberations.

#### **5.0 Sustainable New Jersey:**

- 5.1 Update from the DEP indicates the Point summary is 160, to be certified as Sustainable, but we have not met two prerequisite requirements: 1) A green fleet (of Borough vehicles) and 2) a natural resource inventory. Barbara is working on “1” which does not appear to be too daunting. Borough is considering new vehicles for police and DPW (according to the Mayor), which may provide an opportunity to improve efficiency, and we are pursuing a grant to address “2”. We will need to reapply for Sustainable NJ by end of year.

#### **6.0 Tree Plantings:**

- 6.1 Timberwolf may be a resource for inexpensive trees to plant in Parks and along roadways. Chair to pick tree planting locations.
- 6.2 Tree Donor Plaque is Mounted in Borough Hall. Thanks to DPW for mounting and Gary for creating the plaque.
- 6.3 Tree Donation. Former councilperson Rosenberg has donated funds for 2 new trees. Gary and David to meet with Mr. Rosenberg to determine species and planting locations.

#### **7.0 Natural Resource Inventory:**

- 7.1 Delaware Valley Regional Planning Comm. (DVRPC) and Amy Greene Associates to submit a cost proposal to provide this Inventory. An ANJEC grant will assist in funding payment for the above mentioned consultant services. Keith had nearly completed the grant application at the time of the meeting.

**8.0 Greenways:**

**8.1** Easement concerns on hold pending Chairs discussion with Ms. McGee of the SBMW.

**8.2** EW EC to attend one of our meetings. Date TBD.

**9.0 EC Website:**

**9.1** The Commission voted to establish an EC link on the Boroughs Website. Harold will take the lead in contacting Gary Stevens and Harold will then be responsible for updating the EC Website link in a timely manner.

**10.0 Master Plan:**

**10.1** The Commission needs to garner pertinent information and establish long terms goals for the EC's input to the Boroughs upcoming Master Plan Modification. The updated Natural Resource Inventory should provide some info for the Master Plan.

**11.0 Storm Water and Stream Water Ordinance:**

**11.1** Isabel to contact Ms. McGee of SBMW to assist in updating the two Ordinances.

**12.0 EC Membership:**

**12.1** Fred to contact HHS about a potential Student to be a Liaison to the Commission.

**12.2** The Commission discussed the merits having a Peddie Student and/or Faculty member as a Liaison to the Commission. David will speak with John Green regarding this Liaison.

**12.3** EC continues to need a second Alternate

**13.0 2011 Upcoming Events:**

**13.1 Harvest Fair** - EC to evaluate what we present/display at the upcoming Harvest Fair. Ideas welcomed.

**13.2 Spring Clean Up** – Will be April 3 btwn 1pm and 3pm. Harold will contact the 3 local Boy Scout troops to assist in the clean up, and ConAir for potential funding for giveaways. SBMW is heading up the effort and will bring gloves, t-shirts and trash bags. Keith and Donna have coordinated a pizza donation for conclusion of event.

**13.3 Tree Planting** – Yan and David have met and determined tree locations. Yan to order 15 trees at \$15/ tree – EC will plant. Planting slated for May.

**13.4 Paws Walk on May 14th.** EC will use this as the Borough's Arbor Day celebration. A tree will be planted in Association Park at the conclusion of the Paws Walk.

**13.5 Environmental Fair.** This fair at St. Anthony's of Padua will be on March 26<sup>th</sup> and 27<sup>th</sup>. EC will have a tabletop and assignments have already been scheduled.

**14.0 Planning Board Items:**

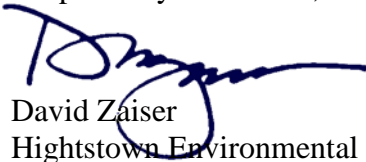
**14.1** No pending issues at this time.

**12.0 Meeting Conclusion:**

**12.1** This EC Business Meeting adjourned at 9:05 PM.

**12.2** Next EC Business Meeting is scheduled for Tuesday, April 26th, 2011 at 7:30 pm in the Borough Hall Council Chambers.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'David Zaiser', with a long horizontal flourish extending to the right.

David Zaiser  
Hightstown Environmental Commission